



Windom Area Schools

District Office:
PO Box 177
Windom MN 56101
Phone: 507-831-6901
Fax: 507-831-6919

An Equal Opportunity Employer
Windom Area Elementary
1200 17th Street
PO box 177
Windom MN 56101
Phone: 507-831-6925

Windom Area
Middle /High School
1400 17th Street
PO Box 177
Windom MN 56101
Phone: 507-831-6910

Windom Schools will create a safe, responsive, and nurturing environment where every learner receives a high-quality, challenging education that empowers them with the skills and knowledge needed for a successful future.

WWW.WINDOM.K12.MN.US

September 14, 2026 Regular Meeting

Windom City Council Chamber

444 9th Street

Windom, MN 56101

September 14, 2026

5:30 PM

Live at [Media SB22](#) on youtube

1. Call to order
Angie Klassen
2. The Pledge of Allegiance
Angie Klassen
3. Approval of Agenda (revise as necessary)
Angie Klassen
4. Acceptance of Donations
Angie Klassen
5. Open Forum
6. Approval of Consent Agenda
 - **Minutes from August 10, 2026**
 - **Bills and Wires Transfers**
 - **Treasurer Report**
 - **Activity Assignments List**
 - **Approve the resignation of Rachel Hernandez Sanchez as 6.5 Paraprofessional, effective August 24, 2026.**
 - **Approve resignation of Kandace Arndtson as 6.5 Paraprofessional, effective August 11, 2026.**
 - **Approve resignation of Sarah Reese as a 6.75 Paraprofessional, effective August 25, 2026.**
 - **Approve decrease of hours for Para position #28 from 7.75 to 6.5 hours, effective September 2, 2026.**
 - **Approve hiring Sheila Roiger as 7.0 12 month Cook Manager, effective August 25, 2026.**
 - **Approve hiring Taylor Fautsch as 8.0 Paraprofessional, effective August 25, 2026.**
 - **Approve hiring Colleen Carter as 4.0 Cafeteria Helper, effective August 25, 2026.**
 - **Approve hiring Elizabeth Yeager as 4.75 Cafe Helper, effective August 25, 2026.**
 - **Approve hiring Matt Onken as 7.0 Paraprofessional, effective August 31, 2026.**
 - **Approve hiring Nancy Martinez as 6.5 Paraprofessional, effective September 1st, 2026.**
 - **Approve increase of hours for Cynthia Benson, Paraprofessional, from 6.5 to 7.75 hours per day, effective September 2, 2026.**

7. Administrative Report - Preschool - Elementary
Corey Barfknecht
8. Administrative Report Middle School - Grades 5-8
Dane Nielsen
9. Administrative Report - High School - Grades 9-12
Bryan Joyce
10. Administrative Report Special Education
Amanda Wilson
11. Superintendent Report
Jamie Frank
12. Board of Education Report
Angie Klassen
13. Approve Requested Fundraisers - Action
Angie Klassen

Jamie Pohlmann	Amo Creamery Cheese	Sept 21-Oct 5, Delivery 11/5	Students have a brochure to sell from. Paper copy only.
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14. Approve the Windom Education Support Professionals (WESP) contract beginning July 1, 2026 to June 30, 2028 - Action
Jamie Frank
In one meeting on August 14, the district committee and Windom Education Support Professionals (WESP) representatives reached a tentative agreement.
The package is a 7.15% (\$96,436) increase over two years, including:
 - \$.59 on the hourly rate in year 1.
 - 2% salary increase in year 2.
 - 5% increase in insurance each year.
 - Language now allows employees to be paid out for 2 unused personal days per year.
 - Language was added for a 12-month food service employee to accommodate Highland's programming.
 - Language was added for MN Paid Leave: "Refer to the Employee Handbook."
 - Changed "secretaries" to "office professionals".
15. Additional items for the board
Angie Klassen
16. Adjourn
Angie Klassen

Member introduced the following resolution and moved its adoption:

WHEREAS, the following donations were received

BE IT RESOLVED by the Board of Education to accept the donations on behalf of Independent School District No. 177 to be used for the benefit of the students of Windom School District.

Member seconded the motion. Upon voting, the resolution passed unanimously.

Elementary Backpack Program:

- \$55.00 from Bethany Lutheran Church

Miscellaneous:

- \$500 from Town 'N Country Appliance towards the purchase of a Refrigerator.
- \$200.00 from American Lutheran Church Unit of Women of the ELCA to purchase items for the Comfort Cupboard.
- One Glider/Rocker Chair valued at \$599.00 from Hammers Furniture and Flooring for the Soaring Eagles Childcare Center.
- \$300 from The Toro Company on behalf of Angie Klassen for the Windom Schools Education Foundation.
- \$300 from The Toro Company on behalf of Lane Steele for the Music Department.
- \$500 from Doyle Mattson for the Windom Schools Education Foundation.
- \$1,000 from Robert & Carleen Adamson for the Robotics Team
- \$400 from Charlene Woizeschke for the Football team

Abby Palm & Catalina Perez Tomas Eagle Achievement Project

- \$50 from State Farm- Stacie Sanow
- \$100 from GDF Enterprises
- \$100 from AG Builders
- \$300 from Windom Area Health

FFA

- \$500 from Duerksen Electric, INC
- \$500 from Midway Farm Equipment, INC
- \$100 from Jean Fast
- \$250 from Fast Farms LLC
- \$250 from Coners Septic Service

- \$100 from Mike Quade Farms
- \$100 from Windom Chamber of Commerce
- \$250 from Duffy's Bar and Grill
- \$250 from Greg & Darla Jurgens
- \$250 from Beottger
- \$250 from Joel Hovland Trucking LLC

Minutes – Regular Meeting – August 10, 2026

The Windom Board of Education met in regular session on Monday July 13, 2026, at 5:30 p.m. in the Windom City Council Chambers.

Members present: Joel Bordewyk, Bruce Mews, Angela Klassen, Barb Jones, Lynn Liepold, Brianne Miller and Matt Steffen.

Absent:

Angie Klassen opened the meeting with the Pledge of Allegiance.

MSP Bordewyk/Miller to approve the agenda. Motion carried.

MSP Jones/Steffen to accept the list of donations. Motion carried.

No one for Open Forum.

MSP Mews/Liepold to approve the Consent Agenda. Motion carried.

Corey Barfknecht presented the PreK & Elementary report. New Teacher Inservice will be on August 20th. At the Nite to Unite the Elementary and Bridges schools gave books to families to promote literacy in our community. Thanks to ECFE and the Elementary PTO for sponsoring the books. Welcome letters were mailed out last week. Staff return August 25th. Preschool Early Childhood Screenings will be held on August 27th. Entrance Conferences for Preschool and Elementary students will be held September 1-2nd during regular school hours. This is also picture day for these students. Elementary PTO has organized sibling care for K-4 students during entrance conferences so families can talk to teachers with their child. We are still looking for some more Paraprofessionals.

Dane Nielsen presented the Middle School report. There has been a lot of planning, scheduling and state reporting that has been done over the summer. On August 10th members of the district data team attended the Regional Data Mine Workshop in Marshall. Staff will return on August 26th-31st. First day of school for Grades 5-12 is September 1st.

Bryan Joyce shared the High School report.

Amanda Wilson presented the Special Education report. Summer special education services will wrap up the week of August 17th. A set of behavior support plan resources for the special education teams to use, in terms of complying with the legal and paperwork requirements for formal behavior plans and having teaching and reinforcement plans that lead to genuinely good outcome for students has been made. Lots of work on scheduling for the upcoming year is taking place.

Jamie Frank presented information for her Superintendent report. Summer has been good at Windom Area Schools. Windom Eagles Baseball made it to State, the Riverfest Parade, and Night to Unite were some of the Highlights. Soaring Eagles Daycare is on schedule to open in September. Summer cleaning has been going well, thanks to our custodial staff for all their work. Flooring in the circle has been completed. There are

Minutes – Regular Meeting – August 10, 2026

new lockers being installed in Junior and Senior halls and the track will be resurfaced in September.

MSP Bordewyk/Miller to approve the 2026-2028 MSEA Contract for Paraprofessionals. Motion carried.

MSP Steffen/Jones to approve Policies 203.5, 404, 405, 406, 422, 427, 505, 516, 530, and 807. Motion carried.

MSP Miller/Steffen to approve the Adult Meal Prices for the 2026-2027 regular school year. Motion carried.

Holly Anderson reviewed the Estimated Cash Flow Report for FY2027.

The meeting was adjourned at 6:07pm.

Brianne Miller, Clerk

Angie Klassen, Chair

Attest Brianne Miller, Clerk

WINDOM AREA SCHOOLS			DETAIL REGISTER - ACTIVITY ACCOUNT							AUGUST-SEPTEMBER 2026			
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description			
21		00948	BANK MIDWEST	9/4/2026 0:00	\$495.00	111049	E	21	300	301	Cross Country- Coach Jay Johnson- Training system		
21		00948	BANK MIDWEST	9/4/2026 0:00	\$151.98	111050	E	21	300	301	Volleyball- Amazon- Digital Scoreboard		
21		00948	BANK MIDWEST	9/4/2026 0:00	\$12.90	111051	E	21	300	301	FFA- USPS- supplies		
21		00948	BANK MIDWEST	9/4/2026 0:00	\$45.31	111047	E	21	300	301	Fall Musical- Godfathers Pizza- team meal		
21		00948	BANK MIDWEST	9/4/2026 0:00	\$102.43	111048	E	21	300	301	Fall Musical- Subway- team meal		
21	8672	00975	WINDOM PUBLIC SCHOOL	8/12/2026 0:00	\$1,887.74	110801	E	21	300	301	HS Yearbook- 202612		
21	8673	8697	RIDDLE ME THAT	8/12/2026 0:00	\$200.00	110802	E	21	300	301	FFA- Officers Retreat		
21	8674	9505	ELITE SPORTSWEAR	8/27/2026 0:00	\$64.95	110905	E	21	300	301	Cheerleading- Metallic Roya Pom		
21	8674	9505	ELITE SPORTSWEAR	8/27/2026 0:00	\$64.95	110905	E	21	300	301	Cheerleading- Metallic Gold Pom		
21	8674	9505	ELITE SPORTSWEAR	8/27/2026 0:00	\$15.00	110905	E	21	300	301	Shipping		
21	8676	03813	BSN SPORTS	8/28/2026 0:00	\$239.99	110908	E	21	300	301	VB Net Storage System		
21	8676	03813	BSN SPORTS	8/28/2026 0:00	\$14.32	110908	E	21	300	301	Freight		
21	8677	9141	TMB Football	8/28/2026 0:00	\$192.00	110909	E	21	300	301	Football- Tracy Scrimmage Team Meal		
21	8678	9703	FLO FITNESS	9/3/2026 0:00	\$65.00	111006	E	21	300	301	8/24 Class		
21	8678	9703	FLO FITNESS	9/3/2026 0:00	\$65.00	111006	E	21	300	301	8/28 Class		
21	8679	9697	McMASTER-CARR	9/3/2026 0:00	\$9.20	111005	E	21	300	301	Off-White Nylon Spacer		
21	8679	9697	McMASTER-CARR	9/3/2026 0:00	\$13.90	111005	E	21	300	301	Shipping		
21	8680	7559	PACESETTER	9/3/2026 0:00	\$240.00	111003	E	21	300	301	GBB- Pacesetter Tourn- 5th Grade Feb 2026		
21	8681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	9/3/2026 0:00	\$33.75	111004	E	21	300	301	Left Faceframe		
21	8681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	9/3/2026 0:00	\$67.50	111004	E	21	300	301	Right Faceframe		
21	8681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	9/3/2026 0:00	\$4.50	111004	E	21	300	301	Cam-Loc Strap Stopper		
21	8681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	9/3/2026 0:00	\$20.53	111004	E	21	300	301	Freight/Handling		
				TOTAL:	\$4,005.95								
WINDOM AREA SCHOOLS			DETAIL REGISTER - TRANSFERS							AUGUST-SEPTEMBER 2026			
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description			
4		7386	MSDLAF	8/14/2026 0:00	\$160,000.00	110803	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX			
4		7386	MSDLAF	8/17/2026 0:00	\$365,000.00	110842	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX			
4		7386	MSDLAF	8/24/2026 0:00	\$60,000.00	110863	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX			
4		7386	MSDLAF	8/24/2026 0:00	\$14,000.00	110863	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT LIQUID			
4		7386	MSDLAF	9/9/2026 0:00	\$100,000.00	111068	B	01	101	TRANSFER TO BANK MIDWEST ACCOUNT MAX			
				TOTAL:	\$699,000.00								
WINDOM AREA SCHOOLS			DETAIL REGISTER - GENERAL JOURNAL							AUGUST-SEPTEMBER 2026			
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description			
7	2838	00948	BANK MIDWEST	8/24/2026 0:00	\$150.00	110871	B	01	101	START UP CASH			
7	2839	00948	BANK MIDWEST	8/25/2026 0:00	\$1,000.00	110873	B	01	101	CASH			
7	2840	00948	BANK MIDWEST	8/26/2026 0:00	\$200.00	110903	B	02	101	FOOD SERVICE START UP CASH - BEGINNING OF 26-27 SCHOOL YEAR			
7	2841	00948	BANK MIDWEST	9/1/2026 0:00	\$1,000.00	110910	B	01	101	CASH			
7	2842	00948	BANK MIDWEST	9/2/2026 0:00	\$500.00	110927	B	01	101	CASH			
7	2843	00948	BANK MIDWEST	9/8/2026 0:00	\$1,000.00	111070	B	01	101	CASH			
7	2844	00948	BANK MIDWEST	9/9/2026 0:00	\$500.00	111081	B	01	101	CASH			
7	241627	9675	ADVANCED TECH, INC	8/11/2026 0:00	\$167.88	110778	E	01	005	000	MOUNTING BRACKET		
7	241628	9654	ASPI SOLUTIONS INC	8/11/2026 0:00	\$698.00	110779	E	01	050	000	STRIPE CREDIT CARD READER		
7	241629	01535	CENGAGE LEARNING	8/11/2026 0:00	\$1,340.00	110780	E	01	050	302	NATIONAL GEOGRAPHIC WORLD HISTORY VOYAGES OF EXPLOATION STUDENT EDITION, SPANISH		
7	241629	01535	CENGAGE LEARNING	8/11/2026 0:00	\$135.91	110780	E	01	050	302	SHIPPING		
7	241630	8840	GREATER MINNESOTA FAMILY SERVICES	8/11/2026 0:00	\$942.39	110781	E	01	005	000	CONTRACTED SERVICES-MENTAL HEALTH SERVICES AND SUPPORTS JULY 2026		
7	241631	05105	J.H. LARSON ELECTRICAL CO.	8/11/2026 0:00	\$56.52	110783	E	01	005	370	SMALL BLUE TWIST WIRE CONNECTORS		
7	241631	05105	J.H. LARSON ELECTRICAL CO.	8/11/2026 0:00	\$51.08	110783	E	01	005	370	ORANGE WIRE NUTS		
7	241631	05105	J.H. LARSON ELECTRICAL CO.	8/11/2026 0:00	\$678.85	110782	E	01	005	370	SYL LED LIGHS		
7	241632	8876	MADISON NATIONAL LIFE INS CO, INC	8/11/2026 0:00	\$1,050.93	110784	B	01	215		TERM LIFE		
7	241632	8876	MADISON NATIONAL LIFE INS CO, INC	8/11/2026 0:00	\$2,229.36	110784	E	01	005	000	LONG TERM DISABILITY		
7	241632	8876	MADISON NATIONAL LIFE INS CO, INC	8/11/2026 0:00	\$1,030.27	110785	B	01	215		TERM LIFE		

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241632	8876	MADISON NATIONAL LIFE INS CO, INC	8/11/2026 0:00	\$2,193.81	110785	E	01	005	000	LONG TERM DISABILITY
7	241633	01638	MASSP	8/11/2026 0:00	\$195.00	110786	E	01	005	308	MASSP SCHOOL LAW SEMINAR 10.2026
7	241633	01638	MASSP	8/11/2026 0:00	\$195.00	110787	E	01	005	308	MASSP SCHOOL LAW SEMINAR 10.2026
7	241634	01910	MEEKER WRIGHT SPEC ED COOP	8/11/2026 0:00	\$7,787.14	110777	E	01	998	000	WINGS RE/RE ALTERNATIVE PROGRAM SERVICES RSY
7	241635	00884	MUSIC MART, THE	8/11/2026 0:00	\$245.85	110790	E	01	050	000	REPAIRS TO INSTRUMENTS
7	241635	00884	MUSIC MART, THE	8/11/2026 0:00	\$71.25	110788	E	01	050	000	REPAIR TO TUBA
7	241635	00884	MUSIC MART, THE	8/11/2026 0:00	\$225.10	110789	E	01	050	000	REPAIRS TO INSTRUMENTS
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$11,304.00	110791	E	01	005	000	W110-8511 9 PALLETS WHITE COPY PAPER
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$225.60	110791	E	01	005	000	C100-368-81 PASTEL CANARY 8.5X11
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$169.20	110791	E	01	005	000	C101-367-81 PASTEL BLUE 8.5X11
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$169.20	110791	E	01	005	000	C102-369-81 PASTEL PINK 8.5X11
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$56.40	110791	E	01	005	000	C106-376-81 PASTEL CHERRY 8.5X11
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$225.60	110791	E	01	005	000	C107-370-81 PASTEL GREEN 8.5X11
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$50.00	110791	E	01	005	000	C110-374-81 PASTEL SALMON 8.5X11
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$0.00	110791	E	01	005	000	DELIVER AFTER JULY 1 2026
7	241636	9453	PERFORMANCE OFFICE PAPERS INC	8/11/2026 0:00	\$0.00	110791	E	01	005	000	LIFTGATE TO GROUND IS NEEDED
7	241637	01157	PLUNKETTS	8/11/2026 0:00	\$330.74	110792	E	01	005	000	330.74
7	241637	01157	PLUNKETTS	8/11/2026 0:00	\$530.28	110792	E	01	005	000	HIGHLAND SCHOOL
7	241637	01157	PLUNKETTS	8/11/2026 0:00	-\$26.52	110792	E	01	005	000	DISCOUNT
7	241637	01157	PLUNKETTS	8/11/2026 0:00	\$909.12	110792	E	01	005	000	WINDOM HIGH SCHOOL
7	241637	01157	PLUNKETTS	8/11/2026 0:00	-\$45.46	110792	E	01	005	000	DISCOUNT
7	241638	8917	STERICYCLE INC	8/11/2026 0:00	\$762.67	110793	E	01	005	000	SELECT PURGE SERVICE 7.22.26
7	241639	7408	SUSSNER CONSTRUCTION	8/11/2026 0:00	\$105,735.47	110794	E	01	005	000	HIGHLAND - SOARING EAGLE DAYCARE CONSTRUCTION
7	241640	00711	WINDOM PRINTING LLC	8/11/2026 0:00	\$85.95	110795	E	01	005	000	PRINTING
7	241640	00711	WINDOM PRINTING LLC	8/11/2026 0:00	\$15.00	110795	E	01	005	000	COMPOSITION
7	241641	00551	WINDOM PUBLIC SCHOOL	8/11/2026 0:00	\$1,175.00	110798	E	04	005	321	ISAAC FINK BASKETBALL CAMP
7	241641	00551	WINDOM PUBLIC SCHOOL	8/11/2026 0:00	\$975.00	110800	E	04	005	321	SUMMER 26 FB CAMP
7	241641	00551	WINDOM PUBLIC SCHOOL	8/11/2026 0:00	\$350.00	110796	E	04	005	321	HIGH SCHOOL SUMMER GYMNASTICS
7	241641	00551	WINDOM PUBLIC SCHOOL	8/11/2026 0:00	\$1,175.00	110799	E	04	005	321	ISAAC FINK BASKETBALL CAMP
7	241641	00551	WINDOM PUBLIC SCHOOL	8/11/2026 0:00	\$547.50	110797	E	04	005	362	JUNIOR GOLF SUMMER 2026
7	241642	03719	INTERSTATE ALL BATTERY CENTER	8/13/2026 0:00	\$719.90	110805	E	01	005	000	903-S NGC IBL SLV
7	241643	04076	JOHNSON CONTROLS BUILDING SOLUTIONS, LLC	8/13/2026 0:00	\$0.00	110807	E	01	005	363	WINDOM ISD #177 3 YEAR AGREEMENT FOR ROC MONITORING SERVICES WHICH INCLUDE ELEVATOR, FIRE AND SECURITY (ELEM, MSHS)
7	241643	04076	JOHNSON CONTROLS BUILDING SOLUTIONS, LLC	8/13/2026 0:00	\$8,732.00	110807	E	01	005	363	WINDOM ISD #177 YEAR 1 FY2027 - \$8,732
7	241643	04076	JOHNSON CONTROLS BUILDING SOLUTIONS, LLC	8/13/2026 0:00	\$0.00	110807	E	01	005	363	WINDOM ISD #177 YEAR 2 FY2028 - \$9,344 BILLED AFTER 7-1-2027
7	241643	04076	JOHNSON CONTROLS BUILDING SOLUTIONS, LLC	8/13/2026 0:00	\$0.00	110807	E	01	005	363	WINDOM ISD #177 YEAR 3 FY2029 - \$9,999 BILLED AFTER 7-1-2028
7	241644	9683	JOHNSON, BONNIE	8/13/2026 0:00	\$219.00	110806	E	04	005	321	TOYS
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$4,400.82	110813	E	01	005	740	BEHAVIOR ANALYST-JF-SALARY
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$1,496.28	110813	E	01	005	740	BEHAVIOR ANALYST-JF-BENEFITS
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$2,852.90	110813	E	01	005	740	BEHAVIOR ANALYST-JF-TRAVEL
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$18,700.00	110813	E	01	005	000	MENTAL HELATH SERVICES-RCR
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$16,040.75	110813	E	01	005	740	OT-AV-SALARY
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	-\$2,187.50	110813	E	01	330	740	ORIENTATION & MOBILITY - WH
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$9,479.50	110813	E	01	060	740	SPEECH/LANGUAGE PATHOLOGIST-KK
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$20,168.25	110813	E	01	060	740	SPEECH/LANGUAGE PATHOLOGIST-AL
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$8,751.50	110813	E	01	330	740	SPEECH/LANGUAGE PATHOLOGIST-HW
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$1,273.99	110813	E	01	005	740	TEACHER OF DEAF/HOH - DW-SALARY
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$433.16	110813	E	01	005	740	TEACHER OF DEAF/HOH - DW-BENEFITS
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$302.85	110813	E	01	005	740	TEACHER OF DEAF/HOH - DW-TRAVEL
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	-\$2,338.50	110813	E	01	330	740	TEACHER OF VISUATLTY IMPAIRED-WH
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	-\$1,364.50	110813	E	01	330	740	TEACHER OF VISUATLTY IMPAIRED-KO
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$379.09	110812	E	01	005	740	SUMMER OT-AV-SALARY
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$128.89	110812	E	01	005	740	SUMMER OT-AV-BENEFITS
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$86.50	110812	E	01	005	740	SUMMER OT-AV-TRAVEL
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$2,263.20	110812	E	01	330	740	SUMMER SPEECH/LANGUAGE-HW-SALARY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$769.49	110812	E	01	330	740 SUMMER SPEECH/LANGUAGE-HW-BENEFITS
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$389.91	110812	E	01	330	740 SUMMER SPEECH/LANGUAGE-HW-TRAVEL
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$274.72	110812	E	01	330	740 SUMMER SPEECH/LANGUAGE PATHOLOGIST-HB-SALARY
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$93.40	110812	E	01	330	740 SUMMER SPEECH/LANGUAGE PATHOLOGIST-HB-BENEFITS
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$47.34	110812	E	01	330	740 SUMMER SPEECH/LANGUAGE PATHOLOGIST-HB-TRAVEL
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$2,860.60	110815	E	01	005	374 2025-26 STUDENT SUPPORT-SCHOOL NURSE
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$7,125.21	110815	E	01	005	374 SCHOOL SOCIAL WORKER
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$4,000.00	110810	E	01	005	308 WINDOW ELEMENTARY
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$7,494.35	110814	E	01	005	000 2026-27 CONTRACT BILLING-SMART
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$880.38	110814	E	01	005	000 2026-27 CONTRACT BILLING-MARSS
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$4,157.69	110814	E	01	005	000 2026-27 CONTRACT BILLING-HEALTH AND SAFETY
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$571.50	110811	E	01	005	000 TECHNOLOGY SUPPORT - SERVER UPGRADE PROJECT ON 6.19.26
7	241645	00412	SW/WC SERVICE COOPERATIVE	8/13/2026 0:00	\$3,480.00	110809	E	01	050	000 OTC TEST PREP & CCR & MS
7	241646	01631	SYSCO MINNESOTA	8/13/2026 0:00	\$135.40	110808	E	02	005	709 SUMMER MEALS
7	241646	01631	SYSCO MINNESOTA	8/13/2026 0:00	\$95.00	110808	R	01	050	000 CONCESSIONS
7	241647	04798	THE GLOBE	8/13/2026 0:00	\$56.97	110804	E	01	050	000 SUBSCRIPTION RENEWAL
7	241648	7338	240201-NCPERS MINNESOTA	8/20/2026 0:00	\$64.00	110833	B	01	215	PERA LIFE INSURANCE
7	241649	03813	BSN SPORTS	8/17/2026 0:00	\$319.96	110848	E	01	050	000 BADEN PERFECTION VOLLEYBALL NFHS
7	241649	03813	BSN SPORTS	8/17/2026 0:00	\$9.99	110848	E	01	050	000 BSN VOLLEYBALL SCOREBOOK
7	241649	03813	BSN SPORTS	8/17/2026 0:00	\$9.99	110848	E	01	050	000 36 GAME VOLLEYBALL SCOREBOOK
7	241649	03813	BSN SPORTS	8/17/2026 0:00	\$0.00	110848	E	01	050	000 DROP SHIP FEE
7	241649	03813	BSN SPORTS	8/17/2026 0:00	\$124.99	110848	E	01	050	000 TANDEM SPORT ANTENNAE
7	241649	03813	BSN SPORTS	8/17/2026 0:00	\$659.89	110848	E	01	050	000 BADEN LEXUM VOLLEYBALL
7	241649	03813	BSN SPORTS	8/17/2026 0:00	\$24.09	110848	E	01	050	000 SHIPPING
7	241650	00140	CITIZEN PUBLISHING CO INC	8/17/2026 0:00	\$54.50	110852	E	01	005	000 BOARD MINUTES 6.22.26
7	241650	00140	CITIZEN PUBLISHING CO INC	8/17/2026 0:00	\$256.15	110851	E	01	005	000 BOARD MINUTES 6.8.26
7	241650	00140	CITIZEN PUBLISHING CO INC	8/17/2026 0:00	\$620.00	110849	E	01	005	000 FULL PAGE
7	241650	00140	CITIZEN PUBLISHING CO INC	8/17/2026 0:00	\$219.60	110850	E	02	005	701 Ad in Citizen & Shopper 7/25 & 7/29
7	241650	00140	CITIZEN PUBLISHING CO INC	8/17/2026 0:00	\$130.80	110860	E	02	005	701 DAIRY/MILK QUOTATION - JULY 1 AND 8
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$1,175.85	110854	E	01	330	000 ELEMENTARY WATER
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$9,694.27	110854	E	01	330	000 ELEMENTARY ELECTRICITY
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$89.44	110854	E	01	030	000 WINFAIR WATER
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$1,940.22	110854	E	01	030	000 WINFAIR ELECTRICITY
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$72.28	110854	E	01	020	000 HIGHLAND WATER
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$814.41	110854	E	01	020	000 HIGHLAND ELECTRICTY
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$6,148.25	110854	E	01	050	000 MSHS WATER
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$15,897.16	110854	E	01	050	000 MSHS ELECTRICITY
7	241651	00973	CITY OF WINDOM	8/17/2026 0:00	\$45.94	110854	E	01	020	000 ENVIORNMENTAL CENTER TRAIL
7	241652	00973	CITY OF WINDOM	8/17/2026 0:00	\$638.12	110853	E	01	005	000 COMMERCIAL VOICE
7	241652	00973	CITY OF WINDOM	8/17/2026 0:00	\$244.48	110853	E	01	005	363 H&S
7	241652	00973	CITY OF WINDOM	8/17/2026 0:00	\$0.41	110853	E	02	005	701 FOOD SERVICE
7	241652	00973	CITY OF WINDOM	8/17/2026 0:00	\$1.06	110853	E	04	005	321 COMMUNITY ED
7	241653	9683	JOHNSON, BONNIE	8/17/2026 0:00	\$30.00	110855	E	04	005	321 STICKY BLOCKS
7	241654	7424	MN HISTORICAL SOCIETY	8/17/2026 0:00	\$688.00	110845	E	01	060	000 MUSEUM PLUS PACKAGE
7	241655	04050	NEW DOMINION SCHOOL	8/17/2026 0:00	\$185.64	110844	E	01	998	000 EDUCATIONAL SERVICES C&T-ND
7	241655	04050	NEW DOMINION SCHOOL	8/17/2026 0:00	\$663.82	110844	E	01	998	740 EDUCATIONAL SERVICES C&T-ND
7	241655	04050	NEW DOMINION SCHOOL	8/17/2026 0:00	\$1,856.40	110859	E	01	998	000 EDUCATIONAL SERVICES FOR C&T-ND
7	241655	04050	NEW DOMINION SCHOOL	8/17/2026 0:00	\$6,638.20	110859	E	01	998	740 EDUCATIONAL SERVICES FOR C&T-ND
7	241655	04050	NEW DOMINION SCHOOL	8/17/2026 0:00	\$1,856.40	110843	E	01	998	000 EDUCATIONAL SERVICES C&T-ND
7	241655	04050	NEW DOMINION SCHOOL	8/17/2026 0:00	\$6,638.20	110843	E	01	998	740 EDUCATIONAL SERVICES C&T-ND
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$623.10	110856	E	01	005	723 TRANSPORT BH(2), BH(2) & MH(1) TO & FROM ELC FOR ESY
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$57.15	110856	E	01	005	723 TRANSPORT BM(2) TO AND FROM ELEMENTARY FOR ESY
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$57.15	110856	E	01	005	723 TRANSPORT AA(3) TO AND FROM ELEMENTARY FOR ESY
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$68.58	110856	E	01	005	723 TRANSPORT MVV(K) TO AND FROM ELEMENTARY FOR ESY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$57.15	110856	E	01	005	723	TRANSPORT SA(8) TO AND FROM MIDDLE SCHOOL FOR ESY
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$68.58	110856	E	01	005	723	TRANSPORT LB(6) TO AND FROM MIDDLE SCHOOL FOR ESY
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$171.45	110856	E	01	005	723	TRANSPORT KH(8) TO AND FROM ELC FOR ESY
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$679.52	110856	E	01	005	733	JULY VAN RUNS
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$774.00	110856	E	01	005	733	JULY EXTRA CURICULAR HOURS
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	\$672.80	110856	E	01	005	733	JULY EXTRA CURICULAR MILES
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	-\$102.81	110856	E	01	005	720	JULY VAN GAS REIMBURSEMENT
7	241656	04475	PALMER BUS SERVICE	8/17/2026 0:00	-\$1,300.00	110856	E	01	005	302	JULY TERMINAL RENT
7	241657	9429	PAREDES, AMANDA	8/17/2026 0:00	\$749.65	110846	E	01	005	723	MILEAGE-KH-47 REGULAR DAYS
7	241657	9429	PAREDES, AMANDA	8/17/2026 0:00	\$79.75	110846	E	01	005	723	MILEAGE-KH-ESY
7	241657	9429	PAREDES, AMANDA	8/17/2026 0:00	\$79.75	110847	E	01	005	723	MILEAGE-KH-ESY
7	241658	00723	STAPLES OIL CO INC/EXPRESSWAY WINDOM	8/17/2026 0:00	\$102.81	110857	E	01	005	720	STUDENT VANS
7	241658	00723	STAPLES OIL CO INC/EXPRESSWAY WINDOM	8/17/2026 0:00	\$737.86	110857	E	01	005	000	MAINT VANS
7	241659	01823	WINDOM COUNTRY CLUB	8/17/2026 0:00	\$195.00	110858	E	04	005	321	GREEN FEES
7	241660	9358	MINNESOTA DEPARTMENT OF HEALTH	8/18/2026 0:00	\$540.00	110861	E	02	020	701	LICENSE APPLICATION-SAORING EAGLES CHILDCARE
7	241661	8341	Cottonwood County Agricultural Society % KAY GROSS	8/21/2026 0:00	\$1,300.00	110867	E	01	005	302	BUS BARN RENT
7	241662	01206	KULSETH LAWN LANDSCAPE AND CONCRETE LLC	8/21/2026 0:00	\$300.00	110866	E	01	005	000	TRACK/FOOTBALL FIELD AT SCHOOL
7	241662	01206	KULSETH LAWN LANDSCAPE AND CONCRETE LLC	8/21/2026 0:00	\$2,125.00	110865	E	01	005	000	ISLAND PARK BASEBALL/FOOTBALL
7	241662	01206	KULSETH LAWN LANDSCAPE AND CONCRETE LLC	8/21/2026 0:00	\$900.00	110865	E	01	005	000	TRACK/FOOTBALL FIELD AT SCHOOL
7	241663	8533	SCHOOL DATEBOOKS	8/21/2026 0:00	\$965.20	110868	E	01	060	000	TELLURIDE 8.5X11
7	241663	8533	SCHOOL DATEBOOKS	8/21/2026 0:00	\$164.08	110868	E	01	060	000	SHIPPING
7	241664	01631	SYSO MINNESOTA	8/21/2026 0:00	\$313.46	110869	E	02	005	709	SUMMER FOOD
7	241664	01631	SYSO MINNESOTA	8/21/2026 0:00	\$45.83	110869	E	02	005	709	SUMMER SUPPLIES
7	241664	01631	SYSO MINNESOTA	8/21/2026 0:00	\$70.96	110869	E	02	005	705	HS BREAKFAST
7	241664	01631	SYSO MINNESOTA	8/21/2026 0:00	\$279.75	110869	E	04	005	321	ADVENTURE CLUB
7	241665	00806	TOWN'N COUNTRY APPLIANCE	8/21/2026 0:00	\$2,799.99	110870	E	04	005	321	GE SLATE FRENCH DOOR FRIDGE
7	241665	00806	TOWN'N COUNTRY APPLIANCE	8/21/2026 0:00	-\$500.00	110870	E	04	005	321	DISCOUNT
7	241666	8708	WINDOM AREA GIRLS FAST PITCH ASSOC.	8/21/2026 0:00	\$555.00	110864	E	04	005	321	TYKES SOFTBALL
7	241666	8708	WINDOM AREA GIRLS FAST PITCH ASSOC.	8/21/2026 0:00	\$405.00	110864	E	04	005	321	PITCHING MACHINE
7	241667	9209	AM Transmission Repair of Windom LLC	8/26/2026 0:00	\$483.19	110875	E	01	005	000	REMOVE AND INSTALL ONE SIDE SHOCK OR STRUT ASSEMBLY
7	241667	9209	AM Transmission Repair of Windom LLC	8/26/2026 0:00	\$32.49	110875	E	01	005	000	MISC FEES
7	241667	9209	AM Transmission Repair of Windom LLC	8/26/2026 0:00	\$118.61	110876	E	01	005	000	REMOVE, CLEAN AND REPLACE THROTTLE BODY
7	241667	9209	AM Transmission Repair of Windom LLC	8/26/2026 0:00	\$481.07	110876	E	01	005	000	REMOVE REPLACE OXYGEN SENSOR
7	241667	9209	AM Transmission Repair of Windom LLC	8/26/2026 0:00	\$39.48	110876	E	01	005	000	MISC FEES
7	241669	03813	BSN SPORTS	8/26/2026 0:00	\$419.94	110877	E	01	050	000	ROYALE NFHS SOCCER BALLS
7	241669	03813	BSN SPORTS	8/26/2026 0:00	\$12.03	110877	E	01	050	000	SHIPPING
7	241669	03813	BSN SPORTS	8/26/2026 0:00	\$419.94	110877	E	01	050	000	ROYALE NFHS SOCCER BALLS
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$26,097.03	110878	E	01	005	380	SERVICE COMMERCIAL LABOR
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$0.00	110878	E	01	005	380	TANDEM COPELAND COMPRESSOR
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$0.00	110878	E	01	005	380	LIQUID LINE DRIER CORE
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$0.00	110878	E	01	005	380	COMPRESSOR CONTRACTORS
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$0.00	110878	E	01	005	380	SOLDERING/PIPING SUPPLIES
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$0.00	110878	E	01	005	380	LIFTING SERVICES
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$0.00	110878	E	01	005	380	SHIPPING & HANDLING
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$0.00	110878	E	01	005	380	ACID TEST KITS
7	241670	03627	CHAPPELL CENTRAL INC	8/26/2026 0:00	\$0.00	110878	E	01	005	380	COMPRESSOR ACID BURNOUT NUETRALIZER
7	241671	00178	DEMCO INC.	8/26/2026 0:00	\$132.58	110879	E	01	330	000	DIGITAL SINGLE BARCODE LABELS
7	241671	00178	DEMCO INC.	8/26/2026 0:00	\$36.15	110879	E	01	330	000	SHIPPING AND HANDLEING
7	241672	00796	HAMMER'S FURNITURE	8/26/2026 0:00	\$1,198.00	110880	E	04	005	321	GLIDER ROCKER
7	241672	00796	HAMMER'S FURNITURE	8/26/2026 0:00	\$0.00	110880	E	04	005	321	DONATION (599.00 + 75.00 DELIVERY)
7	241673	00112	HILLYARD/SIOUX FALLS	8/26/2026 0:00	\$725.62	110881	E	01	005	000	EXPLORER
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$122.64	110882	E	04	005	344	FEL5743401 POUCH,LAMNTG,3MIL,LTR,200
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$43.77	110882	E	04	005	344	WAU91904 PAPER,LASER,250SH,65#.BRW
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$7.08	110882	E	04	005	344	PAC9207 PAPER,CNST,12X18,50PK,WE

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7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$5.55	110882	E	04	005	344	PAC8407 PAPER,CNST,12X18,50PK,YW
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$5.55	110882	E	04	005	344	PAC8007 PAPER,CNST,12X18,50PK,EVG
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$3.70	110882	E	04	005	344	PAC7607 PAPER,CNST12X18,50PK,SKBE
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$6.66	110882	E	04	005	344	PAC7407 PAPER,CNST,12X18,50PK,BE
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$4.16	110882	E	04	005	344	PAC103061 PAPER,CONST,12X18,50PK,BK
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$77.88	110882	E	04	005	344	BSN42121 ENVELOPE,CAT,SELF,10X13
7	241674	04666	INNOVATIVE OFFICE SOLUTIONS	8/26/2026 0:00	\$23.37	110882	E	04	005	344	SMD10330 FOLDER,MLA,1/3 CUT,LTR
7	241675	03382	IXL LEARNING	8/26/2026 0:00	\$6,956.25	110883	E	01	330	000	IXL SITE LICENSE: GRADES K-11 SUBJECT: MATH
7	241675	03382	IXL LEARNING	8/26/2026 0:00	\$6,956.25	110883	E	01	050	000	IXL SITE LICENSE: GRADES K-11 SUBJECT: MATH
7	241675	03382	IXL LEARNING	8/26/2026 0:00	\$331.25	110883	E	04	005	322	IXL SITE LICENSE: GRADES 12 SUBJECT: ELA
7	241676	9492	JONTI-CRAFT	8/26/2026 0:00	\$173.40	110884	E	04	005	321	HOLDER, PAPER ROLL DISPENSER KIT FOR CHANGING TABLE
7	241676	9492	JONTI-CRAFT	8/26/2026 0:00	\$125.00	110884	E	04	005	321	KYDZ SUITE HUB
7	241676	9492	JONTI-CRAFT	8/26/2026 0:00	\$231.00	110884	E	04	005	321	KYDZ SUITE STABILIZER WING PAIR T HEIGHT
7	241676	9492	JONTI-CRAFT	8/26/2026 0:00	\$231.00	110884	E	04	005	321	KYDZ SUITE STABILIZER WING PAIR A HEIGHT
7	241677	9652	M.R. PAVING & EXCAVATING	8/26/2026 0:00	\$19,975.00	110887	E	01	005	000	PAVE LONG JUMP AND HIGH JUMP
7	241677	9652	M.R. PAVING & EXCAVATING	8/26/2026 0:00	\$4,025.00	110887	E	01	005	000	TOLERANCE LONG JUMP & HIGH JUMP
7	241677	9652	M.R. PAVING & EXCAVATING	8/26/2026 0:00	\$0.00	110887	E	01	005	000	FOR FISCAL YEAR 2027
7	241678	00595	MASTER TEACHER	8/26/2026 0:00	\$328.00	110885	E	01	005	308	PARAEDUCATOR ONLINE TRAINING
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	-\$928.75	110886	E	01	050	000	ANNUAL MEMBERSHIP FEE CREDIT
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$0.00	110886	E	01	050	000	CLAY TARGET
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$100.00	110886	E	01	050	000	ANNUAL MEMBERSHIP FEE
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	BASEBALL
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	BOYS BASKETBALL
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	GIRLS BASKETBALL
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	CROSS COUNTRY
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	FOOTBALL
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	GOLF
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	GIRLS GYMNASTICS
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	BOYS HOCKEY
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	BOYS SOCCER
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	GIRLS SOCCER
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	SPEECH
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	SOFTBALL
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	TRACK AND FIELD
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	VOLLEYBALL
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	WRESTLING
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	CROSS COUNTRY
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	GOLF
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	TRACK AND FIELD
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	MUSIC
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$160.00	110886	E	01	050	000	HOCKEY
7	241679	00673	MINNESOTA STATE HIGH SCHOOL LE	8/26/2026 0:00	\$591.75	110886	E	01	050	000	PER STUDENT FEE
7	241680	9696	PENGUIN RANDOM HOUSE LLC	8/26/2026 0:00	\$59.25	110888	E	01	330	317	MAGIC BELT PACK
7	241681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	8/26/2026 0:00	\$0.00	110892	E	04	005	321	QUOTE #20528774
7	241681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	8/26/2026 0:00	\$620.00	110892	E	04	005	321	HP RAPID SUBL INTEG PANT YOUTH L
7	241681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	8/26/2026 0:00	\$300.00	110892	E	04	005	321	PURSUIT 2024 SHOULDER PAD M
7	241681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	8/26/2026 0:00	\$36.65	110892	E	04	005	321	AF53-ROYAL-YTH-BOIL-AND-BITE STRAPPED MO
7	241681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	8/26/2026 0:00	\$592.50	110892	E	04	005	321	SPEED CLASSIC YOUTH HELMET
7	241681	00719	RIDDELL- ALL AMERICAN SPORTS CORP	8/26/2026 0:00	\$84.12	110892	E	04	005	321	FREIGHT
7	241682	7317	RON'S ELECTRIC	8/26/2026 0:00	\$1,851.45	110889	E	01	005	000	RAN POWER TO IT AND HOOKED IT UP TO THE CROWS NEST
7	241682	7317	RON'S ELECTRIC	8/26/2026 0:00	\$1,694.00	110889	E	01	005	000	LABOR
7	241682	7317	RON'S ELECTRIC	8/26/2026 0:00	\$147.66	110890	E	01	005	370	SUPPLIES
7	241682	7317	RON'S ELECTRIC	8/26/2026 0:00	\$308.00	110890	E	01	005	370	LABOR
7	241682	7317	RON'S ELECTRIC	8/26/2026 0:00	\$80.00	110891	E	01	005	370	LABOR

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$25.15	110893	E	01	330	000	1592690 Sax Versatemp Washable Heavy-Bodied Tempera Paint, 1 Gallon, Primary Red
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$18.19	110893	E	01	330	000	1572434 Sax Heavy Body Acrylic Paint, 1/2 Gallon, Phthalo Red
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$14.75	110893	E	01	330	000	2092453 School Smart Large Paint Palette Tray with 6 Wells, 7-1/2 x 10-3/4 x 1-3/4 Inches, White, Pack of 6
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$18.19	110893	E	01	330	000	1572442 Sax Heavy Body Acrylic Paint, 1/2 Gallon, Chrome Orange
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$18.19	110893	E	01	330	000	1572984 Sax Heavy Body Acrylic Paint, 1/2 Gallon, Blockout White
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$20.79	110893	E	01	330	000	2048210 Handy Art Empty, Refillable 2oz Marker Bottles, Dauber Tips, and Caps, Set of 12
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$18.19	110893	E	01	330	000	1572439 Sax Heavy Body Acrylic Paint, 1/2 Gallon, Chrome Yellow
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$46.76	110893	E	01	330	000	053925 Sax Sulphite Drawing Paper, 50 lb, 9 x 12 Inches, Extra-White, Pack of 500
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$25.15	110893	E	01	330	000	1592689 Sax Versatemp Washable Heavy-Bodied Tempera Paint, 1 Gallon, Primary Blue
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$25.15	110893	E	01	330	000	1592692 Sax Versatemp Washable Heavy-Bodied Tempera Paint, 1 Gallon, Turquoise
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$111.76	110893	E	01	330	000	053943 Sax Sulphite Drawing Paper, 80 lb, 9 x 12 Inches, Extra-White, 500 Sheets
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$8.77	110893	E	01	330	000	1597451 School Smart All Temperature Glue Stick Refills, 0.43 x 4 Inches, Clear, Pack of 50
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$25.15	110893	E	01	330	000	1592685 Sax Versatemp Washable Heavy-Bodied Tempera Paint, 1 Gallon, Green
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$25.15	110893	E	01	330	000	1592687 Sax Versatemp Washable Heavy-Bodied Tempera Paint, 1 Gallon, Orange
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$10.78	110893	E	01	330	000	410492 Crayola Washable Super Tips Markers, Assorted Colors, Set of 20
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$2.98	110893	E	01	330	000	054042 Tru-Ray Sulphite Construction Paper, 9 x 12 Inches, Gray, 50 Sheets
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$5.00	110893	E	01	330	000	084810 School Smart Vinyl Block Erasers, 2-1/2 x 7/8 x 1/2 Inches, White, Pack of 20
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$7.47	110893	E	01	330	000	001242 Prang Semi-Moist Watercolor Paint Refill, Oval Pan, Yellow, 12 Pans
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$7.47	110893	E	01	330	000	001239 Prang Semi-Moist Watercolor Paint Refill, Oval Pan, Red, 12 Pans
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$7.47	110893	E	01	330	000	001251 Prang Semi-Moist Watercolor Paint Refill, Oval Pan, Green, 12 Pans
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$7.47	110893	E	01	330	000	001248 Prang Semi-Moist Watercolor Paint Refill, Oval Pan, Blue, 12 Pans
7	241683	8588	SCHOOL SPECIALTY LLC.	8/26/2026 0:00	\$34.44	110893	E	01	330	000	1382241 Crayola Markers, Broad Line, Assorted Bold and Bright Colors, Set of 10
7	241684	02165	SCHWICKERT'S TECTA AMERICA	8/26/2026 0:00	\$2,300.84	110894	E	01	005	383	INVESTIGATE AND REPAIR ROOF LEAK
7	241685	04206	SUMMIT FIRE PROTECTION	8/26/2026 0:00	\$785.45	110895	E	01	005	363	SEMI-ANNUAL INSPECTION KITCHEN HOODS & PAINT BOOTH
7	241685	04206	SUMMIT FIRE PROTECTION	8/26/2026 0:00	\$534.45	110896	E	01	005	363	SEMI-ANNUAL INSPECTION KITCHEN HOOD
7	241685	04206	SUMMIT FIRE PROTECTION	8/26/2026 0:00	\$644.45	110897	E	01	005	363	SEMI-ANNUAL INSPECTION KITCHEN HOOD
7	241686	00744	WINDOM AREA HEALTH	8/26/2026 0:00	\$7.30	110902	E	01	005	740	PHYSICAL THEAPY-MILEAGE
7	241686	00744	WINDOM AREA HEALTH	8/26/2026 0:00	\$130.00	110902	E	01	005	740	PHYSICAL THEAPY-SERVICES
7	241687	01249	WINDOM FIRE & SAFETY, LLC	8/26/2026 0:00	\$180.00	110900	E	01	005	363	FIRE EXTINGUISHERS INSPECTION
7	241687	01249	WINDOM FIRE & SAFETY, LLC	8/26/2026 0:00	\$1,514.85	110898	E	01	005	363	FIRE EXTINGUISHERS INSPECTION
7	241687	01249	WINDOM FIRE & SAFETY, LLC	8/26/2026 0:00	\$440.85	110899	E	01	005	363	FIRE EXTINGUISHERS INSPECTION
7	241687	01249	WINDOM FIRE & SAFETY, LLC	8/26/2026 0:00	\$263.60	110901	E	01	005	363	FIRE EXTINGUISHERS INSPECTION
7	241688	04152	HABERMAN, RICK	8/27/2026 0:00	\$150.00	110906	E	01	050	000	8.27.26 VB OFFICIAL
7	241689	04956	WENDT, JON	8/27/2026 0:00	\$150.00	110907	E	01	050	000	8.27.26 VB OFFICIAL
7	241690	8202	AERCOR INC.	9/3/2026 0:00	\$0.00	111010	E	01	005	000	FORM 471 #261023984
7	241690	8202	AERCOR INC.	9/3/2026 0:00	\$0.00	111010	E	01	005	000	QUOTE # DRH2508749-1 (v2)
7	241690	8202	AERCOR INC.	9/3/2026 0:00	\$2,349.67	111010	E	01	005	000	EXTREME SWITCHING 5520 48 10/100/1000BASET FDX/HDX 802.3bt 90W PoE 2 STACKING/QSPF28
7	241690	8202	AERCOR INC.	9/3/2026 0:00	\$2,621.52	111010	E	01	005	000	EXTREME INDOOR QUAD RADIO WI-FI 7 (2X2:2) 2.4GHz 5GHz 6GHz and Dedicated Sensor Multi-Rate Port Internal Antennas, T-Bar Incl Mt (AH-ACC-BKT-AX-TB)
7	241690	8202	AERCOR INC.	9/3/2026 0:00	\$0.00	111010	E	01	005	000	SPI INVOICING - 70% DISCOUNT INCLUDED
7	241690	8202	AERCOR INC.	9/3/2026 0:00	\$0.00	111010	E	01	005	000	SHIP AND INVOICE AFTER JULY 1 2026
7	241691	9704	ARRIAZA CORONADO, PABLO	9/3/2026 0:00	\$180.00	111009	E	01	050	000	GAME FEE
7	241691	9704	ARRIAZA CORONADO, PABLO	9/3/2026 0:00	\$22.00	111009	E	01	050	000	TRAVEL FEE
7	241692	04424	BIG SOUTH CONFERENCE	9/3/2026 0:00	\$2,000.00	111011	E	01	050	000	2026-27 DUES
7	241693	02020	CDW-G COMPUTING SOLUTIONS	9/3/2026 0:00	\$1,157.99	111012	E	01	050	000	SMASUNG 85" TV
7	241693	02020	CDW-G COMPUTING SOLUTIONS	9/3/2026 0:00	\$285.88	111012	E	01	050	000	WALL MOUNT STARTECH
7	241693	02020	CDW-G COMPUTING SOLUTIONS	9/3/2026 0:00	\$50.01	111012	E	01	050	000	HDMI CABLE STARTECH
7	241694	00974	COUNTRY PRIDE SERVICES COOP	9/3/2026 0:00	\$113.25	111016	E	01	005	000	CORNERSTONE 5 PLUS
7	241694	00974	COUNTRY PRIDE SERVICES COOP	9/3/2026 0:00	\$234.68	111016	E	01	005	000	ROUNDUP QUIKPRO
7	241695	9642	COUNTRY ROAD GREENHOUSE	9/3/2026 0:00	\$350.00	111040	E	04	005	321	COMMUNITY ED EVENT
7	241696	8051	EGAN	9/3/2026 0:00	\$1,265.00	111013	E	01	005	363	FINISH AND INSTALL SMOKEDETECTORS
7	241697	7211	GDF ENTERPRISES	9/3/2026 0:00	\$125.00	111014	E	01	005	000	SOIL CONDITIONER RENTAL
7	241698	9698	GREATAMERICA	9/3/2026 0:00	\$41.52	111015	E	01	005	302	USAGE FOR BLACK IMAGES-JULY
7	241698	9698	GREATAMERICA	9/3/2026 0:00	\$426.94	111015	E	01	005	302	USAGE FOR COLOR IMAGES-JULY
7	241698	9698	GREATAMERICA	9/3/2026 0:00	\$1,522.13	111015	E	01	005	302	STANDARD PAYMENT - AUGUST

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$24.00	111017	E	01	005	000	AAA BATTERIES-DO
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$11.70	111017	E	01	005	000	AA BATTERIES-DO
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$23.40	111017	E	01	005	000	AA BATTERIES - TECH
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$24.00	111017	E	01	005	000	AAA BATTERIES-TECH
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$46.80	111017	E	04	005	344	AA BATTERIES -BRIDGES
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$23.40	111017	E	04	005	321	AA BATTERIES -ADVENTURE CLUB
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$23.40	111017	E	04	005	321	AA BATTERIES - DAYCARE
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$24.00	111017	E	04	005	321	AAA BATTERIES-DAYCARE
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$32.00	111017	E	04	005	321	C BATTERIES -DAYCARE
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$23.60	111017	E	01	330	000	9 VOLT BATTERIES
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$35.10	111017	E	01	330	000	AA BATTERIES- ELEMENTARY
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$12.00	111017	E	01	330	000	AAA BATTERIES- ELEMETNARY
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$23.40	111017	E	01	005	000	AA BATTERIES-MAINT/DOUG
7	241699	03719	INTERSTATE ALL BATTERY CENTER	9/3/2026 0:00	\$120.00	111017	E	01	005	000	AAA-VENDOR SENT 10 EXTRA
7	241700	02350	KINECT ENERGY INC	9/3/2026 0:00	\$634.00	111019	E	01	005	000	ENERGY MGMT FEE-MONTHLY
7	241701	02350	KINECT ENERGY INC	9/3/2026 0:00	\$45.00	111018	E	01	020	000	HIGHLAND NATURAL GAS
7	241701	02350	KINECT ENERGY INC	9/3/2026 0:00	\$673.12	111018	E	01	330	000	ELEMENTARY NATURAL GAS
7	241701	02350	KINECT ENERGY INC	9/3/2026 0:00	\$193.19	111018	E	01	030	000	WINFAIR NATURAL GAS
7	241701	02350	KINECT ENERGY INC	9/3/2026 0:00	\$2,183.24	111018	E	01	050	000	MSHS NATURAL GAS
7	241702	9339	KOT, JEFFERY	9/3/2026 0:00	\$100.00	111007	E	01	050	000	GAME FEES
7	241702	9339	KOT, JEFFERY	9/3/2026 0:00	\$62.00	111007	E	01	050	000	TRAVEL
7	241703	00373	LINDE GAS AND EQUIPMENT INC.	9/3/2026 0:00	\$13.54	111020	E	01	050	000	GAS
7	241703	00373	LINDE GAS AND EQUIPMENT INC.	9/3/2026 0:00	\$40.61	111020	E	01	050	830	GAS
7	241704	0461	LUCAN COMMUNITY TV	9/3/2026 0:00	\$50.00	111021	E	01	005	000	CUT KEY
7	241705	01699	PEARSON EDUCATION	9/3/2026 0:00	\$3,700.00	111022	E	01	050	302	PSYCHOLOGY 2023 (HS BINDING) + MYLAB WITH PEARSON eTEXT - 6 YEAR
7	241705	01699	PEARSON EDUCATION	9/3/2026 0:00	\$83.94	111022	E	01	050	302	SHIPPING
7	241706	04216	PEPSICO BEVERAGE SALES LLC	9/3/2026 0:00	\$2,878.74	111023	R	01	050	000	ASSORTATED BEVERAGES
7	241707	00716	RUNNINGS	9/3/2026 0:00	\$22.74	111026	E	01	005	000	GENERAL MAINTENANCE ITEMS
7	241707	00716	RUNNINGS	9/3/2026 0:00	\$95.71	111025	E	01	005	000	CONCRETE MIX AND MISC.
7	241707	00716	RUNNINGS	9/3/2026 0:00	\$27.98	111024	E	01	005	000	DRILL BIT/HILLMAN PRODUCTS
7	241708	00273	SCHOOL SPECIALTY LLC	9/3/2026 0:00	\$820.40	111027	E	01	005	000	CLASSROOM DOUBLE PEDESTAL TEACHER DESK
7	241708	00273	SCHOOL SPECIALTY LLC	9/3/2026 0:00	\$790.30	111027	E	01	005	000	MAGNETIC WHITEBOARD
7	241709	00780	SCHWALBACH HDWE	9/3/2026 0:00	\$1,229.60	111028	E	01	005	000	GENERAL MAINTENANCE SUPPLIES
7	241710	02165	SCHWICKERT'S TECTA AMERICA	9/3/2026 0:00	\$5,725.00	111029	E	01	005	383	WINFAIR ROOF REPAIR - PRIORITY A, B, C
7	241710	02165	SCHWICKERT'S TECTA AMERICA	9/3/2026 0:00	\$0.00	111029	E	01	005	383	INCLUDING LABOR, MATERIALS, SUPPLIES
7	241711	05152	SMITH AUTO SUPPLY	9/3/2026 0:00	\$85.98	111033	E	01	005	370	HI POWER IND V BELT
7	241711	05152	SMITH AUTO SUPPLY	9/3/2026 0:00	\$154.98	111030	E	01	005	380	BELTS
7	241711	05152	SMITH AUTO SUPPLY	9/3/2026 0:00	\$82.15	111031	E	01	005	370	BELTS
7	241711	05152	SMITH AUTO SUPPLY	9/3/2026 0:00	\$99.98	111032	E	01	005	370	MEDIUM HORSE POWER V-BELT
7	241711	05152	SMITH AUTO SUPPLY	9/3/2026 0:00	\$29.99	111034	E	01	005	380	POWERATED BELT
7	241712	01631	SYSCO MINNESOTA	9/3/2026 0:00	\$82.08	111035	E	02	005	701	LUNCH
7	241712	01631	SYSCO MINNESOTA	9/3/2026 0:00	\$1,372.31	111035	R	01	050	000	CONCESSIONS
7	241713	04220	UNITED COMMUNITY ACTION PARTNERSHIP INC	9/3/2026 0:00	\$182.50	111037	E	01	005	721	TRANSPORTATION JULY 2026
7	241714	9674	WADSWORTH CONTROL SYSTEMS	9/3/2026 0:00	\$508.50	111036	E	01	005	369	POWERRACK HOUSING & PINION 1-3/8
7	241714	9674	WADSWORTH CONTROL SYSTEMS	9/3/2026 0:00	\$22.00	111036	E	01	005	369	GROUND FREIGHT
7	241715	00744	WINDOM AREA HEALTH	9/3/2026 0:00	\$195.00	111039	E	01	005	740	PT SERVICES - AUGUST
7	241715	00744	WINDOM AREA HEALTH	9/3/2026 0:00	\$11.86	111039	E	01	005	740	PT MILEAGE - AUGUST
7	241716	00744	WINDOM AREA HEALTH	9/3/2026 0:00	\$7,750.00	111038	E	01	050	000	SPORTS MEDICINE COVERAGE FOR THE 26-27 SCHOOL YEAR
7	241717	9507	YARGER, CHRIS	9/3/2026 0:00	\$105.00	111008	E	01	050	000	GAME FEE
7	241717	9507	YARGER, CHRIS	9/3/2026 0:00	\$84.00	111008	E	01	050	000	TRAVEL FEE
7	241718	9704	ARRIAZA CORONADO, PABLO	9/8/2026 0:00	\$105.00	111072	E	01	050	000	GAME FEE
7	241718	9704	ARRIAZA CORONADO, PABLO	9/8/2026 0:00	\$14.00	111072	E	01	050	000	TRAVEL FEE
7	241719	8542	CHAPIN, STEPHEN	9/8/2026 0:00	\$150.00	111075	E	01	050	000	9.8.26 VB OFFICIAL
7	241720	9340	GANSKE, LEE	9/8/2026 0:00	\$175.00	111071	E	01	050	000	GAME FEE

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
7	241720	9340	GANSKE, LEE	9/8/2026 0:00	\$84.00	111071	E	01	050	000 TRAVEL FEE
7	241721	02191	HAUGEN, BRAD	9/8/2026 0:00	\$150.00	111074	E	01	050	000 9.8.26 VB OFFICIAL
7	241722	8294	KNUTSON, CHAD	9/8/2026 0:00	\$120.00	111078	E	01	050	000 9.8.26 JV FB OFFICIAL
7	241723	00623	MAURER, RON	9/8/2026 0:00	\$120.00	111076	E	01	050	000 9.8.26 JV FB OFFICIAL
7	241724	00421	ROSSOW, GREG	9/8/2026 0:00	\$120.00	111077	E	01	050	000 9.8.26 JV FB OFFICIAL
7	241725	9506	ROY, JAMES	9/8/2026 0:00	\$105.00	111073	E	01	050	000 GAME FEE
7	241725	9506	ROY, JAMES	9/8/2026 0:00	\$84.00	111073	E	01	050	000 TRAVEL FEE
7	241726	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	9/9/2026 0:00	\$166.64	111086	E	02	330	701 BREAD PRODUCTS
7	241726	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	9/9/2026 0:00	\$26.40	111084	E	02	020	701 BREAD
7	241726	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	9/9/2026 0:00	\$58.74	111087	E	02	030	701 BREAD PRODUCTS
7	241726	04273	BIMBO FOODS INC/EARTHGRAINS BAKING CO	9/9/2026 0:00	\$308.00	111085	E	02	005	701 BREAD PRODUCTS
7	241727	00517	BIO CORPORATION	9/9/2026 0:00	\$650.70	111088	E	01	050	000 CLASS SET SMALL CATS
7	241727	00517	BIO CORPORATION	9/9/2026 0:00	\$128.84	111088	E	01	050	000 FREIGHT
7	241728	04311	EDMENTUM	9/9/2026 0:00	\$300.00	111089	E	01	330	740 COURSEWARE: ELEMENTARY ELA/READING LIBRARY - PER COURSE ENROLLMENT
7	241728	04311	EDMENTUM	9/9/2026 0:00	\$0.00	111089	E	01	330	740 9/2/2026 TO 9/1/2027
7	241729	03659	ELITE MECHANICAL SYSTEMS, LLC.	9/9/2026 0:00	\$1,822.50	111090	E	01	005	380 LABOR
7	241729	03659	ELITE MECHANICAL SYSTEMS, LLC.	9/9/2026 0:00	\$12,787.78	111090	E	01	005	380 MATERIALS
7	241730	06051	HONEYWELL INC.	9/9/2026 0:00	\$12,353.52	111083	E	01	005	380 AUTOMATION FROM 8.1.26-1.31.27
7	241730	06051	HONEYWELL INC.	9/9/2026 0:00	\$1,013.55	111082	E	01	005	000 ACRONIS LICENSE RENEWAL 53490431
7	241731	05191	JAMF SOFTWARE	9/9/2026 0:00	\$0.00	111091	E	01	005	000 QUOTE Q-1004216
7	241731	05191	JAMF SOFTWARE	9/9/2026 0:00	\$492.96	111091	E	01	005	000 JAMF SCHOOL: SCH-EDU-SUB
7	241732	01699	PEARSON EDUCATION	9/9/2026 0:00	\$8,000.00	111092	E	01	050	302 CONTEMPORARY HUMAN GEOGRAPHY 2023 (HS DIGITAL) MODIFIED MASTERING WITH eTEXT - 6 YEAR
7	241732	01699	PEARSON EDUCATION	9/9/2026 0:00	\$7,400.00	111093	E	01	050	302 CONTEMPORARY HUMAN GEOGRAPHY 2023 (HS BINDING) + MODIFIED MASTERING WITH eTEXT - 6 YEAR
7	241732	01699	PEARSON EDUCATION	9/9/2026 0:00	\$189.63	111093	E	01	050	302 SHIPPING
7	241732	01699	PEARSON EDUCATION	9/9/2026 0:00	\$0.00	111093	E	01	050	302 DO NOT SHIP UNTIL AFTER JULY 1, 2026
7	241732	01699	PEARSON EDUCATION	9/9/2026 0:00	\$0.00	111093	E	01	050	302 INVOICE AFTER JULY 1, 2026
7	241733	9707	RESTAURANT EQUIPMENT SERVICES, LLC	9/9/2026 0:00	\$987.00	111094	E	02	020	701 TATIONAL OVEN SCREEN REPAIRED
7	241734	04603	RUPPERT GARDEN PRODUCE	9/9/2026 0:00	\$90.99	111097	E	02	330	701 MUSKMELON- ELEMENTARY
7	241734	04603	RUPPERT GARDEN PRODUCE	9/9/2026 0:00	\$202.95	111097	E	02	005	701 MUSKMELON-MSHS
7	241734	04603	RUPPERT GARDEN PRODUCE	9/9/2026 0:00	\$136.31	111095	E	02	330	701 WATERMELON - ELEMENTARY
7	241734	04603	RUPPERT GARDEN PRODUCE	9/9/2026 0:00	\$181.53	111095	E	02	330	701 WATERMELON - HIGH SCHOOL
7	241734	04603	RUPPERT GARDEN PRODUCE	9/9/2026 0:00	\$181.89	111096	E	02	005	701 MUSKEMELON - HIGH SCHOOL
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$1,403.22	111104	E	02	005	707 ALACARTE
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$1,276.62	111104	E	02	005	701 LUNCH
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$614.68	111102	E	02	030	705 BREAKFAST
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$2,609.67	111102	E	02	030	701 LUNCH
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$109.06	111098	E	02	005	701 LUNCH
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$460.48	111099	E	02	330	705 BREAKFAST
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$1,303.21	111099	E	02	330	701 LUNCH
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$36.45	111103	R	01	050	000 CONCESSIONS
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$4,566.15	111103	E	02	005	701 LUNCH
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$15.87	111100	E	02	330	705 BREAKFAST
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$1,102.37	111100	E	02	330	701 LUNCH
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$2,355.65	111101	E	02	005	705 BREAKFAST
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$933.20	111101	E	02	005	701 LUNCH
7	241735	01631	SYSCO MINNESOTA	9/9/2026 0:00	\$1,337.68	111101	E	02	005	701 LUNCH SUPPLY
7	241736	00551	WINDOM PUBLIC SCHOOL	9/9/2026 0:00	\$50.00	111105	E	01	050	000 VB PARENTS TICKET SELLERS
7	241737	9699	WINDOM SCHOOLS EDUCATION FOUNDATION	9/9/2026 0:00	\$300.00	111106	R	01	005	000 7.26.26 AK. TORO
7	241738	9657	WOLD	9/9/2026 0:00	\$1,058.17	111107	E	01	005	000 HIGHLAND EARLY CHILDHOOD CENTER RENOVATIONS
				TOTAL:	\$540,901.12					
				TOTAL BY FUND:						
				FUND 1	\$505,804.09					
				FUND 2	\$22,166.85					

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
				FUND 4	\$12,930.18						
				FUND 7	\$0.00						
				TOTAL:	\$540,901.12						
WINDOM AREA SCHOOLS			DETAIL REGISTER - P CARD REGISTER							AUGUST-SEPTEMBER 2026	
Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		00716	RUNNINGS	9/4/2026 0:00	\$5.33	111042	E	01	330	000	DUCT TAPE
BMOC		01933	WAL-MART	9/4/2026 0:00	\$99.61	111043	E	01	330	000	RIBBON, MAGNETS, STICKERS, CUP
BMOC		04271	DAIRY QUEEN	9/4/2026 0:00	\$43.72	111045	E	04	005	322	END OF YEAR TREAT
BMOC		8025	TEACHERS PAY TEACHERS/TEACHERS SYNERGY, LLC	9/4/2026 0:00	\$6.00	111041	E	01	330	000	VOCAB CARDS
BMOC		8025	TEACHERS PAY TEACHERS/TEACHERS SYNERGY, LLC	9/4/2026 0:00	\$36.20	111044	E	01	060	000	ACTIVITY SHEETS, WORKSHEETS
BMOC		00045	MADDENS ON GULL LAKE	9/4/2026 0:00	\$655.00	111065	E	01	005	308	MASA FALL CONFERENCE 2026 HOTEL
BMOC		00214	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	9/4/2026 0:00	\$419.82	110940	E	01	005	000	QUARTERLY LEASE PAYMENT
BMOC		00412	SW/WC SERVICE COOPERATIVE	9/4/2026 0:00	\$1,100.00	110911	E	02	005	701	FOOD SERVICE WORKSHOP
BMOC		00729	WM OF WI-MN	9/4/2026 0:00	\$395.61	110937	E	01	005	000	ELEMENTARY
BMOC		00729	WM OF WI-MN	9/4/2026 0:00	\$99.15	110937	E	01	005	000	WOODSHOP
BMOC		00729	WM OF WI-MN	9/4/2026 0:00	\$172.51	110937	E	01	005	000	MSHS
BMOC		01775	LAKESHORE CURRICULUM MAT CO	9/4/2026 0:00	\$53.98	110984	E	01	330	000	NEON HEAVY DUTY BOOK BINS
BMOC		02162	MCDOWELL AGENCY	9/4/2026 0:00	\$112.40	110932	E	01	005	000	BACKGROUND CHECKS
BMOC		02210	COLE PAPERS INC	9/4/2026 0:00	\$842.25	110950	E	01	005	000	BLACK CAN LINERS
BMOC		02210	COLE PAPERS INC	9/4/2026 0:00	\$81.00	110950	E	01	005	000	TRIGGER SPRAYER
BMOC		02210	COLE PAPERS INC	9/4/2026 0:00	\$400.02	110994	E	01	005	000	SANITOUCH SMOKE HARD ROLL TOWEL DISPENSER
BMOC		02306	GRAINGER	9/4/2026 0:00	\$188.51	110939	E	01	005	347	GOOSENECK SWING SPOUT
BMOC		02306	GRAINGER	9/4/2026 0:00	\$1,138.92	110930	E	01	005	349	GOOSENECK CHROME FAUCETS
BMOC		02306	GRAINGER	9/4/2026 0:00	\$324.68	110930	E	01	005	349	SPOUT BRASS FITS FAUCETS
BMOC		02306	GRAINGER	9/4/2026 0:00	\$1,795.99	110954	E	01	005	347	FOUNTAIN W/ BOTTLE FILLER
BMOC		02306	GRAINGER	9/4/2026 0:00	\$734.04	110931	E	01	005	349	CHROME STRAIGHT FAUCETS
BMOC		03019	GODFATHERS PIZZA	9/4/2026 0:00	\$54.51	110967	E	01	005	308	PIZZA
BMOC		03145	CRISIS PREVENTION INSTITUTE	9/4/2026 0:00	\$1,849.26	110938	E	01	005	308	REFRESHER TRAINING
BMOC		03145	CRISIS PREVENTION INSTITUTE	9/4/2026 0:00	\$326.34	110938	E	01	005	308	NONVIOLENT CRISIS INTERVENTION ONLINE COURSE
BMOC		04024	HILTON	9/4/2026 0:00	\$365.74	110915	E	01	005	308	S. PIOTTER MASOP CONFERENCE
BMOC		04376	WEBSTAUERANT STORE	9/4/2026 0:00	\$234.99	110941	E	01	005	347	DECK MOUNTED SINGLE HOLE PANTRY FAUCET
BMOC		04376	WEBSTAUERANT STORE	9/4/2026 0:00	\$19.56	110941	E	01	005	347	SHIPPING
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$47.12	110925	E	01	330	000	UNV83436VP TAPE,WRITE ON,3/4X36YD,12
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$14.24	110925	E	01	330	000	ITA60233 TAPE,CORRECT,SSDE,10PK
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$36.45	110925	E	01	330	000	BSN65639 CLIP,GEM,JUMBO,1000CT
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$74.75	110925	E	01	330	000	BSN65638 CLIP,PAPER,#1,REGULR,1000CT
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$34.76	110925	E	01	330	000	SAN30001B MARKER,SHARPIE,FINE PT,BK
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$19.90	110925	E	01	330	000	BSN32356 PROTECTOR,SHEET,STANDRD,NG
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$75.72	110925	E	01	330	000	MMM6549A NOTE,HLND,3X3,ASST,12/PK
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$4.75	110925	E	01	330	000	PAC7203 PAPER,CNST,9X12,50PK,VL
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$7.44	110925	E	01	330	000	PAC6703 PAPER,CNST,9X12,50PK,BN
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$2.85	110925	E	01	330	000	PAC7003 PAPER,CNST,9X12,50PK,PK
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$3.70	110925	E	01	330	000	PAC8007 PAPER,CNST,12X18,50PK,EVG
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$9.25	110925	E	01	330	000	PAC7207 PAPER,CNST,12X18,50PK,VL
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$10.20	110925	E	01	330	000	PAC6707 PAPER,CNST,12X18,50PK,BN
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$10.20	110925	E	01	330	000	PAC6907 PAPER,CNST,12X18,50PK,LBN
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$5.10	110925	E	01	330	000	PAC6903 PAPER,CNST,9X12,50PK,LBN
BMOC		04666	INNOVATIVE OFFICE SOLUTIONS	9/4/2026 0:00	\$4.70	110925	E	01	330	000	PAC9907 PAPER,CNST,12X18,50PK,HYR
BMOC		05077	MASA/MASE	9/4/2026 0:00	\$409.00	111064	E	01	005	308	MASA FALL CONFERENCE REGISTRATION
BMOC		05097	MINNESOTA STATE COLLEGES AND UNIVERSITIES	9/4/2026 0:00	\$231.00	110992	E	01	005	308	CPR CARDS
BMOC		05097	MINNESOTA STATE COLLEGES AND UNIVERSITIES	9/4/2026 0:00	\$2,008.17	111058	E	01	005	308	2026 FALL SEMESTER - 3 CREDITS JB
BMOC		08020	MOUNTAIN LAKE FLORAL	9/4/2026 0:00	\$72.00	110973	E	04	005	321	ROYAL BLUE TSHIRT-MEDIUM

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
BMOC		08020	MOUNTAIN LAKE FLORAL	9/4/2026 0:00	\$54.00	110973	E	04	005	321 ROYAL BLUE TSHIRT-LARGE
BMOC		08020	MOUNTAIN LAKE FLORAL	9/4/2026 0:00	\$36.00	110973	E	04	005	321 ROYAL BLUE TSHIRT-XL
BMOC		08020	MOUNTAIN LAKE FLORAL	9/4/2026 0:00	\$40.00	110973	E	04	005	321 ROYAL BLUE TSHIRT-2XL
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.49	110942	E	01	330	000 PLAY-DOH MODELING COMPOUND
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$43.98	110942	E	01	330	000 STERO FABRIC STORAGE CUBES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$24.99	110942	E	01	330	000 BIRTHDAY CUPS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$41.99	110942	E	01	330	000 FLUORESCENT LIGHT COVERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$26.98	110989	E	01	330	000 2 PCS MAGNETIC BOOK SHELF FOR WHITEBOARD
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.99	110989	E	01	330	000 LCD WRITING TABLET FOR KIDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$10.89	110989	E	01	330	000 EXPO WET ERASE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$16.99	110989	E	01	330	000 EASEL PAPER ROLLS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$26.99	110989	E	01	330	000 ART SUPPLY STORAGE ORGANIZER WITH DIVIDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$35.99	110989	E	01	330	000 CLIPBOARDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.97	110969	E	01	005	000 OZARK FENCE CHAIN LINK FENCE ROUND DOME POST CAP
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$68.94	110969	E	01	005	000 CHAIN LINK FENCE BULL DOG COMMERCIAL DUTY GATE HINGE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$6.99	110969	E	01	005	000 SHIPPING
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.46	110968	E	04	005	321 SAFETY GLASSES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.98	110951	E	04	005	321 POMPOMS NOT RECEIVED
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$37.49	110987	E	01	050	000 SISSORS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.65	110987	E	01	050	000 STAPLES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$29.97	110987	E	01	050	000 STAPLER REMOVERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$59.92	110987	E	01	050	000 ELMERS PURPLE GLUE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$61.98	110987	E	01	050	000 TAPE DISPENSER'S
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$80.88	110987	E	01	050	000 SCOTCH PACKING TAPE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$87.56	110987	E	01	050	000 EXPO BLACK DRT ERASE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$100.64	110987	E	01	050	000 EXPO BLUE DRY ERASE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$106.62	110987	E	01	050	000 EXPO DRY ERASE SPRAY
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$46.60	110987	E	01	050	000 RED SHARPIE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$52.47	110987	E	01	050	000 BLACK SHARPIE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$12.20	110987	E	01	050	000 PURPLE BIC PENS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.30	110987	E	01	050	000 RED BIC PENS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$40.72	110987	E	01	050	000 CORRECTION TAPE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$46.56	110987	E	01	050	000 COLORED PENCILS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$129.96	110987	E	01	050	000 PENCILS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$85.36	110987	E	01	050	000 FILE FOLDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$119.08	110987	E	01	050	000 HANGING FILE FOLDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$109.32	110987	E	01	050	000 EXPANDING FILE POCKETS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$38.69	110987	E	01	050	000 9X12 CATALOG ENVELOPES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$39.69	110987	E	01	050	000 10X13 BROWN CATALOG ENVELOPES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$39.29	110987	E	01	050	000 SHEET PROTECTORS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$27.98	110987	E	01	050	000 MEDIUM BINDER CLIPS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.44	110987	E	01	050	000 LARGE BINDER CLIPS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.86	110987	E	01	050	000 SMALL PAPERCLIPS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.42	110987	E	01	050	000 JUMBO PAPERCLIPS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$25.26	110987	E	01	050	000 LINED INDEX CARDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.90	110987	E	01	050	000 CHALK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$26.98	110987	E	01	050	000 CLIPBOARDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.04	110987	E	01	050	000 RUBBER BANDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$24.48	110987	E	01	050	000 CONSTRUCTION PAPER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$65.76	110987	E	01	050	000 WHITE 3 RING BINDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$74.00	110987	E	01	050	000 POST IT NOTES 3X3
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$27.57	110987	E	01	050	000 POST IT NOTES 1.5X2
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$223.04	110987	E	01	050	000 EASEL PADS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.04	110987	E	01	050	000 POSTER BOARDS

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$104.99	110987	E	01	050	000	ACRYLIC SIGN HOLDER WALL MOUNT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$44.56	110987	E	01	050	000	COMMAND STRIPS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$20.98	110987	E	01	050	000	BINDER DEIVIDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$126.08	110972	E	01	050	000	CRAMER TEAM COLOR ATHLETIC TAPE WHITE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$68.38	110972	E	01	050	000	TREELA SELF ADHESIVE BANDAGE WRAP BLACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$25.99	110972	E	01	050	000	TUF SKIN TAPING BASE SPRAY
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.54	110972	E	01	050	000	LARGE BANDAIDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.99	110972	E	01	050	000	SMALL BANDAIDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$39.99	110972	E	01	050	000	NUANCHU SELF ADHESIVE ELASTIC SPORTS BANDAGE TAPE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.98	110972	E	01	050	000	BLACK WASHCLOTHS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$25.18	110972	E	01	050	000	BLOOD BUSTER ENZYME CLEANER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.00	110972	E	01	050	000	LIQUID SKIN BANDAGE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.38	110972	E	01	050	000	COTTON BALLS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	-\$5.47	110972	E	01	050	000	PROMOTION APPLIED
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.22	110948	E	01	330	000	TEACHER CREATED RESOURCES LESSON PLAN AND RECORD BOOK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$27.49	110963	E	01	330	000	BOOK AND BINDER HOLDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.96	110963	E	01	330	000	NONFICTION PHONICS READERS SET 1
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.99	110963	E	01	330	000	NONFICTION PHONICS READERS SET 2
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.77	110963	E	01	330	000	NONFICTION PHONICS READERS SET 3
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$54.50	110964	E	01	050	000	FARGO COLOR RIBBON CARD PRINTER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.49	110913	E	01	330	000	MAGNETIC DRY ERASE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.99	110913	E	01	330	000	MULTICOLOR BALLPOINT PENS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$82.47	110991	E	01	330	000	DURABLE BOOK AND BINDER HOLDER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$44.43	110960	E	04	005	321	EMERGENCY HAND CRANK RADIO/LIGHT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$96.09	110936	E	01	330	000	MANILLA ENVELOPES 9X12
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$16.99	110936	E	01	330	000	5 TIER BORCHURE HOLDER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$21.12	110936	E	01	330	000	HANGING FILE FOLDERS EXPANDABLE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$16.72	110936	E	01	330	000	HANGING FILE FOLDERS LETTER SIZE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.68	110936	E	01	330	000	RUBBER BANDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.99	110936	E	01	330	000	ENVELOPES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$1,646.97	110917	E	04	005	321	STROLLERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$131.40	110917	E	04	005	321	DIAPER GENIE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$41.99	110917	E	04	005	321	OWL ECHO DOT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$41.99	110917	E	04	005	321	DRAGON ECHO DOT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$41.99	110917	E	04	005	321	RAINBOW SWIRL ECHO DOT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$41.99	110917	E	04	005	321	STARDUST ECHO DOT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$99.96	110917	E	04	005	321	BOTTLE WARMER AND STERILIZER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$24.99	110917	E	04	005	321	NUK 8 OZ BABY BOTTLES 4 PACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$28.68	110917	E	04	005	321	NUK 5 OZ BABY BOTTLES 2 PACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.05	110917	E	04	005	321	NUK 10 OZ BABY BOTTLES 4 PACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$24.99	110917	E	04	005	321	BABY BOOKS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$34.98	110917	E	04	005	321	MONTESSORI TOYS FOR BABIES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.44	110917	E	04	005	321	BABY TISSUE BOX TOY FOR BABIES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.99	110917	E	04	005	321	12 PXS SOFT BABY BOOKS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.99	110917	E	04	005	321	MONTESSORI SENSORY TEETHING TOY
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$62.46	110917	E	04	005	321	PLAY DOH
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$89.31	110917	E	04	005	321	VISUAL TIMER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$47.48	110917	E	04	005	321	MONTESSORI TOYS BUSY BOARD
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$64.92	110917	E	04	005	321	PAINT CUPS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$15.99	110917	E	04	005	321	WASHABLE LARGE INK PADS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$39.50	110917	E	04	005	321	WASHABLE FINGER PAINT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$202.29	110917	E	04	005	321	TEMPERA PAINT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$16.66	110917	E	04	005	321	GLUE REFILL
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$25.44	110917	E	04	005	321	WASHABLE GLUE STICKS

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$43.76	110917	E	04	005 321	CRAYOLA SUPER TIPS MARKER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$78.95	110917	E	04	005 321	CRAYOLA COLORS OF THE WORLD
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$179.97	110917	E	04	005 321	BROAD LINE WASHABLE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$101.98	110917	E	04	005 321	CRAYOLA CRAYONS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$75.98	110917	E	04	005 321	CRAYOLA COLORED PENCILS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	-\$8.93	110917	E	04	005 321	DISCOUNT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.79	110934	E	01	330 000	24 POCKET HEAVY DUTY STORAGE CHART
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$29.21	111000	E	01	330 000	POST IT EASEL PAD
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$63.96	110971	E	01	330 000	KAVOC GARDEN POT CRAFT KIT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.76	110999	E	01	330 000	BROWN BAGS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.37	110999	E	01	330 000	WHITE MODELING DOUGH
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$94.90	110996	E	04	005 321	DINNERWARE CUTLERY SET SHOPWITHGREEN
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$119.94	110996	E	04	005 321	HLUKANA WHEAT STRAW DINNERWARE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.98	110996	E	04	005 321	BABY BOWLS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$139.98	110953	E	04	005 321	MINI FRIDGE WITH FREEZWE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.99	111001	E	01	330 000	PENCIL HOLDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$23.79	111001	E	01	330 000	PIXY STICKS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$23.51	111001	E	01	330 000	POP ROCKS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$139.99	110952	E	04	005 321	PO22140 DAMAGED HIGHCHAIR
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$41.98	110995	E	04	005 321	BULLETIN BOARD POSTER PAPER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$66.00	110995	E	04	005 321	HIGH CHAIR
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.97	110995	E	04	005 321	INFANT SPOONS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$6.49	110995	E	04	005 321	FLOW CONTROL BOTTLE NIPPLES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$6.49	110995	E	04	005 321	MEDIUM FLOW NIPPLES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$27.45	110924	E	01	330 000	FRENCH MARIGOLD SEEDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$62.76	110924	E	01	330 000	CARPET MARKERS FLOOR DOTS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$78.64	110924	E	01	330 000	3 TIER ROLLING CART
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$43.88	110924	E	01	330 000	WORLD/USA MAP FOR KIDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.19	110924	E	01	330 000	LETS VISIT WASHINGTON DC BOOK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$20.99	110924	E	01	330 000	COCO COIR BRICK FOR PLANTS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$4.99	110924	E	01	330 000	MOUNT RUSHMORE BOOK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.95	110924	E	01	330 000	THEODORE ROOSEVELT BOOK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.99	110924	E	01	330 000	MY LITTE GODEN BOOK ABOUT THE WHITE HOUSE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$4.79	110924	E	01	330 000	GEORGE WASHINGTON BOOK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.19	110924	E	01	330 000	I HEAR A PICKLE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.48	110924	E	01	330 000	MAGIC SCHOOL BUS EXPLORES SENSES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.95	110924	E	01	330 000	LOOK, LISTEN, TASTE, TOUCH AND SMELL
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$10.36	110924	E	01	330 000	EXPLORE NATIVE AMERICAN CULTURES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.59	110924	E	01	330 000	MANY NATIONS BOOK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.00	110924	E	01	330 000	INDIGENOUS PEOPLES DAY
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$33.62	110943	E	04	005 321	CARS AND TRUCKS -WASHABLE TOYS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.29	110976	E	04	005 321	RETURN OF CRIB SHEETS WRONG SIZE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.59	110997	E	01	330 401	TEACHER CREATED RESOURCES NUMBERS CHART
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$184.78	110923	E	01	050 740	TI SCIENTIFIC CALCULATOR 10 PACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.98	110961	E	04	005 321	ADEWEAVE POM POMS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$24.99	110961	E	04	005 321	DR. BROWNS BOTTLE WARMER AND STERILIZER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.04	110965	E	01	060 000	BLACK BULLETIN BOARD ROLL
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$10.96	110965	E	01	060 000	ELMERS SCHOOL GLUE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$23.28	110965	E	01	060 000	COLORLED PENCILS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$12.00	110965	E	01	060 000	CRAYONS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$16.98	110965	E	01	060 000	BLUE PENCIL SHARPENER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.99	110965	E	01	060 000	BLACK PENCIL SHARPENER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.14	110965	E	01	060 000	PENCILS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.85	110965	E	01	060 000	JALANI AND THE LOCK BOOK

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.81	110965	E	01	060	000	WHITE CARD STOCK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.98	110965	E	01	060	000	NEON CARD STOCK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.65	110965	E	01	060	000	JOLLY RANCHERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$123.49	111056	E	01	005	000	BOTTOM LOADING WATER COOLER DISPENSER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.99	110957	E	01	330	000	TOOTSIE ROLL FROOTIES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.49	110988	E	01	330	000	CINNVOICE BULK MINI TURTLE DESK DECOR
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.24	110955	E	04	005	344	SENTENCE STRIPS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.99	110955	E	04	005	344	POCKET CHART FOR CLASSROOM
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$15.39	110970	E	01	330	000	CARPET MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.22	110949	E	01	330	000	TEACHER CREATED RESOURCES LESSON PLAN AND RECORD BOOK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.21	110922	E	01	330	000	PLAY DOH MODELING COMPOUNG
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.99	110922	E	01	330	000	MAGNETIC WHITEBOARD DRY ERASERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$12.73	110922	E	01	330	000	DESK NAME TAGS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.90	110922	E	01	330	000	MESH ZIPPER POUCHES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$25.99	110922	E	01	330	000	CREATIVE HAPPY BIRTHDAY GIFTS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$24.99	110947	E	04	005	321	BOTTLE WARMER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.59	110974	E	01	330	000	LED PUCK LIGHTS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$27.54	110974	E	01	330	000	PARTY FAVORS FOR KIDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$28.99	110974	E	01	330	000	3 TIER ROLLING CART
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.47	110974	E	01	330	000	CLASSROOM TIMERS FOR TEACHERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$29.14	110974	E	01	330	000	LABEL MAKER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$28.99	110974	E	01	330	000	PENCIL SHARPENER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.54	110974	E	01	330	000	MAGNETIC DOTS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$20.87	110974	E	01	330	000	WRITING TABLET LCD
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.97	110974	E	01	330	000	LET'S GO FISHIN GAME
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.84	110974	E	01	330	000	TROUBLE BOARD GAME
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.24	110974	E	01	330	000	CRAYOLA DRY CLAY
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.22	110929	E	01	330	000	TEACHER CREATED RESOURCES LESSON PLAN AND RECORD BOOK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$6.77	110929	E	01	330	000	AMAZON HIGHLIGHTERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$12.99	110929	E	01	330	000	BIRTHDAY PENCILS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.39	110929	E	01	330	000	PAPERMATE FLAIR FELT TIP
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$35.96	110985	E	04	005	321	SILICONE BABY BOTTLES LABELS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$30.59	110928	E	04	005	321	SMALL VINYL GLOVES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$30.59	110928	E	04	005	321	MEDIUM VINYL GLOVES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$63.99	110928	E	04	005	321	PAINT SHIRTS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$24.69	110928	E	04	005	321	PRESCHOOL SCISSORS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.54	110928	E	04	005	321	TODDLER SCISSORS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$228.00	110928	E	04	005	321	CONSTRUCTION PAPER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$45.56	110928	E	04	005	321	HAND SANITIZER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$15.98	110928	E	04	005	321	BABY TEETHERS/RATTLES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$31.94	110928	E	04	005	321	FLIP FISH SENSORY TOY
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.97	110928	E	04	005	321	SENSORY BLOCKS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$104.73	110928	E	04	005	321	SIDEWALK CHALK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$62.04	110928	E	04	005	321	THERMOMETERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$20.41	110928	E	04	005	321	ICE PACKS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$4.84	110928	E	04	005	321	KLEENEX
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.98	110928	E	04	005	321	GREEN BACKPACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.98	110928	E	04	005	321	YELLOW BACKPACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.98	110928	E	04	005	321	FUCHSIA BACKPACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.98	110928	E	04	005	321	BLUE BACKPACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$33.60	110928	E	04	005	321	FIRST AID KITS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$20.25	110928	E	04	005	321	BINDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.20	110928	E	04	005	321	BINDER DIVIDERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.81	110928	E	04	005	321	EMERGENCY HAND CRANK RADIO/LIGHT

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$3.99	110928	E	04	005 321	EMERGENCY WHISTLES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$24.61	110928	E	04	005 321	DUCT TAPE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$35.98	110928	E	04	005 321	CATERPILLAR TOY
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$28.49	110928	E	04	005 321	TODDLER CRAYONS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.98	110928	E	04	005 321	COLORLED CIRCLE DOT STICKER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$29.97	110928	E	04	005 321	POM POMS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.49	110928	E	04	005 321	DINOSAUR COLOR SENSORY TOYS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.95	110928	E	04	005 321	TODDLER ROLLABLES SAFARI AND FARM FRIENDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.99	110928	E	04	005 321	STACKING PINEAPPLE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.87	110928	E	04	005 321	PAINT BRUSHES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$28.99	110928	E	04	005 321	TOOLS FOR SENSORY BIN
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$28.17	110928	E	04	005 321	SAND FOR SANDTABLE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$27.98	110928	E	04	005 321	BEADS AND STRINGS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.39	110928	E	04	005 321	MONKEY AROUND GAME
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$21.98	110928	E	04	005 321	MATCHING GAMES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$28.48	110928	E	04	005 321	CANDY LAND
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$27.42	110928	E	04	005 321	PATTERN BLOCKS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$89.99	110928	E	04	005 321	MODULAR COUCH
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.99	110928	E	04	005 321	MONTESORI TOYS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.71	110928	E	04	005 321	BEADS SEQUENCING TOY
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.24	110928	E	04	005 321	SEWING CARDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.49	110928	E	04	005 321	FARM ANIMAL XRAY CARDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.19	110928	E	04	005 321	LACE AND TRACE FARM WOOD PANELS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$47.98	110928	E	04	005 321	MATCHING LETTER GAMES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.95	110928	E	04	005 321	COLOR SORTING BOOKS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$125.64	110928	E	04	005 321	TABLE PAPER ROLLS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.46	110928	E	04	005 321	CRINKLE SQUARE BABY TOYS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	-\$6.30	110928	E	04	005 321	DISCOUNTS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$298.16	111055	E	04	005 321	GLAD PREMIUM TRASH CAN WITH CLOROX ODOR PROTECTION 13 GALLON
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.99	110983	E	04	005 321	LEAPFROM YUM TOASTER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$25.49	110983	E	04	005 321	NEW SPROUTS BREAKFAST FOODS BASKET
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$33.98	110983	E	04	005 321	WOODEN PLAY FOOD FOR TODDLERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$71.78	110983	E	04	005 321	TODDLER PRETEND COOKING PLAY POTS, PANS, UTENSILS COOKWARE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$34.97	110983	E	04	005 321	LABEL MAKER MACHINE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.99	110983	E	04	005 321	CLASSROOM CALENDAR BULLETIN BOARD SET
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.48	110982	E	04	005 321	VELCRO
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$159.96	111057	E	04	005 321	FACIAL TISSUES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.94	110945	E	01	330 000	EDUCATIONAL CIRCLE SHAPED PAPER PUNCHERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$16.02	110945	E	01	330 000	SWINGLINE STAPLER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.49	110945	E	01	330 000	SHARPIE MARKERS FINE TIP
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$64.59	110945	E	01	330 000	PLASTIC STORAGE BINS CLEAR
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.49	110945	E	01	330 000	EXPO DRY ERASE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$111.86	110945	E	01	330 000	ARTISTRO PRECISION DUAL TIP ACRYLIC PAINT MARKER PENS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$12.99	110945	E	01	330 000	EXXLAITH SMALL STAINLESS STEEL BOWL SAUCE DISHES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$29.99	110945	E	01	330 000	INCRAYONITO REGULAR CRAYON PAPER WRAPPER PEELER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$16.41	110945	E	01	330 000	CRAYOLA COLORED PENCILS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$34.88	110945	E	01	330 000	COLORLED DUCT TAPE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$42.99	110945	E	01	330 000	MESH ZIPPER POUCH
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.88	110945	E	01	330 000	CRAYOLA BROAD LINE MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$25.19	110945	E	01	330 000	SHARPIE MARKERS CHISEL TIP BLACK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$11.20	110945	E	01	330 000	BUSIGN PENCILS BULK
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.08	110945	E	01	330 000	ULTRA FINE PERMANENT MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$58.75	110945	E	01	330 000	SUPER TIPS MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$10.60	110979	E	01	330 000	VELCRO MOUNTING SQUARES

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description	
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$348.84	110935	E	04	005	321	ADKIDO 4K PTZ CAMERA STRAMING OUTPUT WITH HDMI
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$104.32	110980	E	04	005	321	AMERICAN BABY COMPANY 3 PACK FITTED MINI CRIB SHEETS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$53.96	110986	E	01	330	000	FARGO COLOR RIBBON CARD PRINTER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$53.96	110986	E	01	050	000	FARGO COLOR RIBBON CARD PRINTER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$83.61	110978	E	04	005	321	RETURN OF CRIB SHEETS WRONG SIZE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$35.97	110946	E	01	330	000	SPIRAL FLASHCARDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$18.58	110977	E	04	005	321	RETURN OF CRIB SHEETS WRONG SIZE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.90	110990	E	01	050	000	HAWKGRIPS MASSAGE EMOLLIENT VANILLA
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.99	110944	E	04	005	321	SHAPE SORTERS FOR TODDLERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$4.99	110944	E	04	005	321	COLOR SORTING TOYS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$12.49	110944	E	04	005	321	WOODEN COLOR SORTING TOYS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.98	110944	E	04	005	321	COUNTING ZOO ANIMALS MATCHING GAME
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.98	110944	E	04	005	321	COUNTING WILD ANIMALS MATCHING GAME
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.98	110944	E	04	005	321	COUNTING DINOSAURS ANIMALS MATCHING GAME
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$13.69	110944	E	04	005	321	NUTS AND BOLTS MATCHING
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$27.78	110944	E	04	005	321	BEAR SORTING
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.79	110944	E	04	005	321	WASHABLE BABIES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.79	110944	E	04	005	321	CLOTH FISHING GAME
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$26.99	110944	E	04	005	321	PLUSH FRUIT AND VEGETABLES SORTING
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.96	110959	E	04	005	321	REFIGERATOR THERMOMETER'S
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.95	110981	E	01	330	000	MAGNETIC PUSH PINS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$21.99	110981	E	01	330	000	HAMSTER SILICONE KEYCHAINS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$21.98	110981	E	01	330	000	MINI PLASTIC STORAGE CONTAINERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$111.48	110918	E	04	005	321	CRIB SHEETS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$5.99	110914	E	04	005	344	BINDER RINGS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$6.59	110914	E	04	005	344	CARPET SPOT MARKERS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$8.42	110914	E	04	005	344	BIRTHDAY CROWNS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$33.56	110914	E	04	005	344	SAND TRAY FOR KIDS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.96	110914	E	04	005	344	RAINBOW SORTING GAME
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$17.99	110914	E	04	005	344	NUMBER ROBOTS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$15.99	110914	E	04	005	344	WOODEN TOYS BLOCKS AND SHAPES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$33.01	110919	E	04	005	321	GLUE BOTTLES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$419.97	110919	E	04	005	321	HIGHCHAIRS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$65.98	110919	E	04	005	321	BABY BOUNCER INFANT SEAT
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$12.34	110958	E	01	330	000	WINDOM ELEMENTARY STAMP
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$22.15	110958	E	01	330	000	PAPERMATE FLAIR PENS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$20.99	110998	E	01	330	000	MESH ZIPPER POUCHES
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$9.88	110956	E	01	330	000	HAPPY BIRTHDAY SLAP BRACELETS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$19.98	110956	E	01	330	000	MESH ZIPPER POUCH
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$7.99	110956	E	01	330	000	CONFETTI SUNNY DOTS SCATTER PAPER
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$16.99	110956	E	01	330	000	DESK SIDE STORAGE
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$15.99	110956	E	01	330	000	KEY CHAINS
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$178.00	111059	E	01	050	302	3D NORTH AMERICA MAP
BMOC		1491	AMAZON.COM	9/4/2026 0:00	\$14.84	110912	E	01	330	000	HERSHEY'S KISSES
BMOC		8025	TEACHERS PAY TEACHERS/TEACHERS SYNERGY, LLC	9/4/2026 0:00	\$150.00	110975	E	04	005	321	TODDLER CURRICULUM
BMOC		8025	TEACHERS PAY TEACHERS/TEACHERS SYNERGY, LLC	9/4/2026 0:00	\$5.00	110920	E	01	330	000	CLASSROOM RESOURCES
BMOC		8025	TEACHERS PAY TEACHERS/TEACHERS SYNERGY, LLC	9/4/2026 0:00	\$117.97	110993	E	04	005	321	PREK MATERIALS
BMOC		8025	TEACHERS PAY TEACHERS/TEACHERS SYNERGY, LLC	9/4/2026 0:00	\$6.00	110916	E	01	330	000	CLASSROOM RESOURCES
BMOC		8181	United States Postal Service	9/4/2026 0:00	\$35.90	110933	E	01	005	000	STATE FIRE MARSHALL FEE POSTAGE
BMOC		8595	MINNESOTA DEPARTMENT OF HEALTH	9/4/2026 0:00	\$51.08	110962	E	02	005	701	C. MORET CFPM LICENSING
BMOC		8611	SMARTCARE	9/4/2026 0:00	\$83.33	111052	E	04	005	321	MONTHLY SMARTCARE FEE
BMOC		8850	MARRIOTT	9/4/2026 0:00	\$203.85	111063	E	01	005	308	BACK TO SCHOOL CONFERENCE HOTEL
BMOC		9161	ADOBE INC.	9/4/2026 0:00	\$15.99	111053	E	01	005	000	CREATIVE CLOUD PRO
BMOC		9182	MICROSOFT CORPORATION	9/4/2026 0:00	\$117.00	111061	E	01	005	000	OFFICE 365 A3 FOR FACULTY

Bank	Check #	Vendor #	Vendor Name	Date	Amount	Voucher #	Fd	Org	Fin	Description
BMOC		9182	MICROSOFT CORPORATION	9/4/2026 0:00	\$1.58	111061	E	01	005	000 OFFICE 365 A3 FOR FACULTY - LICENSE CHANGE ADJ
BMOC		9497	DRAFTBACK LLC	9/4/2026 0:00	\$80.00	111054	E	01	050	000 DRAFTBACK LICENSE - HS SOCIAL
BMOC		9497	DRAFTBACK LLC	9/4/2026 0:00	\$40.00	111054	E	01	060	000 DRAFTBACK LICENSE - MS ENGLISH
BMOC		9497	DRAFTBACK LLC	9/4/2026 0:00	\$40.00	111054	E	01	050	000 DRAFTBACK LICENSE - HS ENGLISH
BMOC		9497	DRAFTBACK LLC	9/4/2026 0:00	\$40.00	111054	E	01	050	740 DRAFTBACK LICENSE - SPED
BMOC		9511	BOOKS BY THE BUSHEL LLC	9/4/2026 0:00	\$49.00	110921	E	01	330	000 THE NIGHT BEFORE FIRST GRADE BOOKS
BMOC		9511	BOOKS BY THE BUSHEL LLC	9/4/2026 0:00	\$7.95	110921	E	01	330	000 SHIPPING
BMOC		9700	SOOTHESILK	9/4/2026 0:00	\$109.99	110926	E	01	050	000 SOOTHESILK SCULPTWAVE
BMOC		9700	SOOTHESILK	9/4/2026 0:00	\$64.99	110926	E	01	050	000 SOOTHESILK MANUAL DEEP TISSUE ROLLER
BMOC		9701	MASE	9/4/2026 0:00	\$520.00	110966	E	01	005	000 A. WILSON MEMEBERSHIP
BMOC		9702	CUSTOM TATOO NOW	9/4/2026 0:00	\$139.99	111002	E	01	330	000 TEMPORARY TATOOS
BMOC		9702	CUSTOM TATOO NOW	9/4/2026 0:00	\$10.24	111002	E	01	330	000 TAX- WILL BE CREDITED
BMOC		9705	HUDSPITH EDUCATION & LEADERSHIP SOLUTIONS	9/4/2026 0:00	\$500.00	111060	E	01	005	308 KEYNOTE PRESENTATION - TIER 1
BMOC		9706	DOUGDEALS	9/4/2026 0:00	\$179.64	111062	E	01	005	000 SWITCH CABLES
				TOTAL:	\$30,879.70					

**WINDOM AREA SCHOOLS, ISD 177
WINDOM, MN
TREASURER'S REPORT TO SCHOOL BOARD**

Date of report September 2, 2026

For the Month Ending August 31, 2026

FUNDS	Cash Balance Beginning of Month	Receipts	Interest	Payroll	Disbursements/ Expenses	Cash Balance End of Month	Adjustments	Cash Balance End of Month
General Fund (01)	8,683,289.56	2,824,754.99	33,782.85	181,482.24	666,202.41	10,694,142.75	(2,165.48)	10,691,977.27
Food Service Fund (02)	273,135.98	8,869.98		12,556.35	6,052.83	263,396.78	191.56	263,588.34
Community Service Fund (04)	371,755.11	61,330.92		40,383.74	17,861.06	374,841.23	1,973.92	376,815.15
Sub-Total Funds 01/02/04	9,328,180.65	2,894,955.89	33,782.85	234,422.33	690,116.30	11,332,380.76	0.00	11,332,380.76
Debt Service Fund (07)	1,019,521.93	251,081.91				1,270,603.84		1,270,603.84
Scholarship Fund (18)	6,228.46					6,228.46		6,228.46
Activity Account (21)	292,501.72	14,024.47	755.47		9,142.15	298,139.51		298,139.51
Sub-Total Funds 07/08/21	1,318,252.11	265,106.38	0.00	0.00	9,142.15	1,574,971.81	0.00	1,574,971.81
TOTALS	\$ 10,646,432.76	\$ 3,160,062.27	\$ 33,782.85	\$ 234,422.33	\$ 699,258.45	\$ 12,907,352.57	\$ -	\$ 12,907,352.57

RECONCILEMENT OF TREASURER'S BALANCE WITH BANK(S)

Description	Current Rate Of Interest (info. only)	Balance Per Bank Statement			Outstanding Checks & Wires	Deposits Not Bank Statement	Other Reconciling Items	Balance Per Treasurer's Books
BANK MIDWEST-GENERAL	1.00%	411,254.08			83,268.06	1,827.25	-1,864.13	327,949.14
CASH ON HAND, misc		75.00						75.00
CASH ON HAND, food service		260.00						260.00
MSDLAF+ LIQUID	3.52%	1,652.28						1,652.28
MSDLAF+ MAX	3.63%	7,779,276.64						7,779,276.64
MSDLAF+ TERM	3.69%-3.87%	4,500,000.00						4,500,000.00
BANK MIDWEST-ACTIVITY ACCOUNT	3.04%	299,050.72			911.21			298,139.51
Treasurer's Bal. Per Books		\$ 12,991,568.72			\$ 84,179.27	\$ 1,827.25	\$ (1,864.13)	\$ 12,907,352.57

Other Reconciling Items - ICS Sweep Adjustment, Vision Insurance Adjustment



2026-2027 ACTIVITY ASSIGNMENTS

Fall Athletics:

Football	Head Coach	Wyatt Minion
	Assistant Coach	Zach Steen
	Assistant Coach	Devin Homer
	Volunteer Assistant Varsity	Ryan Zamzow
	Volunteer Assistant Varsity	Brady Ysker-Giefer
	9 th Grade Coach	Mason Anderson
	9 th Grade Coach	Tyler Morgan
	7th/8th Grade Coach	TBD
	7 th /8 th Grade Coach	Jake Tauer
Fall Cheerleading	7 th /8 th Grade Coach	Dylan Colbert
	Advisor	Alyssa Schroeder
Cross Country	Volunteer	Rachel Minion
	Head Coach	Melissa Pletcher
	Assistant Coach	Kylie Nielsen
	Assistant Co-Coach	Les Knutson
	Assistant Co-Coach	Gracie Bucher
Volleyball	Head Coach	Crystal Fast
	B Squad Coach	Leah Lovell
	C Squad Coach	Samantha Flatgard
	8 th Grade Coach	Rebecca Hacker
	7 th Grade Coach	Paige Pigman
	Volunteer Coach	Cierra Fast
	Volunteer Coach	Dane Nielsen

Winter Athletics:

Girls Basketball	Head Coach	Jacob Johnson
	Volunteer Assistant Varsity	Lance Jackson
	B Squad Coach	Halle Jackson
	C Squad Coach	Autumn Hauge
	8 th Grade Coach	Lindsey Power
	7 th Grade Coach	Leah Hauge
Boys Basketball	Head Coach	Kobe Lovell
	Volunteer Assistant Varsity	Collin Lovell
	Volunteer Assistant Varsity	Dane Nielsen
	B Squad Coach	Jake Tauer
	C Squad Coach	Dylan Colbert
	8th Grade Coach	TBD
	7 th Grade Coach	Jacob Olson
Wrestling	Head Coach	Nick Kulseth
	Asst. Coach	Joe Fischenich
	JH Coach	Branden Schultz
	CO-JH Coach	Dave Fischenich
	CO-JH Coach	Kevin Walzak
	Volunteer Assistant	Blake Spinks
	Volunteer Assistant	Zach Spinks
Boys Hockey	Head Coach	Travis Janssen
	Assistant Coach	Kyle Espenson

	Assistant Coach	TBD
	Volunteer Assistant	Justin Espenson
	Volunteer Assistant	Jason Espenson
	Volunteer Assistant	Todd Janssen
Girls Hockey	Head Coach	Emilee Anderson
	Assistant Coach	Ryan Evers
	Volunteer Assistant	Jerome Robillard
	Volunteer Assistant	Annie Tippin
Gymnastics	Head Coach	Mareah Roman Parada
	Assistant Coach	Courtney Haglund
	7th/8th Grade Coach	TBD
Robotics	Advisor	Susan Buss
	JH Advisor	David Hutar
Winter Cheerleading	Advisor	TBD
<u>Spring Athletics:</u>		
Baseball	Head Coach	Alex Fink
	Assistant Coach	Mike Jackson
	B Squad Coach	Kobe Lovell
	8 th Grade Coach	Jacob Olson
	7 th Grade Coach	Jake Tauer
	Volunteer Assistant	Collin Lovell
	Volunteer Assistant	Joel Riordan
	Volunteer Assistant	Travis Janssen
Softball	Head Coach	Jessica Smith
	Assistant Coach	Jeff Huska
	B Squad Coach	Eric Hanson
	8 th Grade Coach	Kelly Homer
	7 th Grade Coach	Brianna Mischke
Track and Field	Head Coach	Craig Taylor
	Assistant Coach	Erin Elder
	Assistant Coach	Les Knutson
	JH Coach	Amanda Smith
	JH Coach	TBD
Golf	Head Coach	Paige Pigman
	Volunteer Assistant	Glenn Lund
Clay Target League	Volunteer Coach	Travis Hodkin
	Volunteer Assistant	Jerome Robillard
<u>Other Activities:</u>		
Knowledge Bowl	Head Coach	TBD
JH Knowledge Bowl	Head Coach	Charlotte Suess
	Assistant Coach	Britney Schwing
High School Yearbook	Advisor	Rachel Hawn
Middle School Yearbook	Advisor	Jamie Pohlmann

Elementary Yearbook	Advisor	Sam Melkert
High School Student Council	Co-Advisors Co-Advisors	Emily Riordan James Burton
Middle School Student Council	Advisor	Sydney Mortenson
National Honor Society	Co-Advisor Co-Advisor	Jennifer Eberhard Sonja Piotter
Strength & Conditioning	Fall Coach Winter Coach Spring Coach	Erin Elder Erin Elder Erin Elder
Speech	Head Coach Assistant Coach JH Coach	Elsa Mendoza TBD Erin Sebring
FFA	Advisor Assistant Volunteer Assistant	Betsy Harwood Jace Harwood Jaclyn Engen
Fall Musical	Director Vocal Assistant Set/Technical Assistant Director	Emily Riordan Rachel Axford Sarah Theesfeld
Winter Play	Director Instrumental Assistant Director Assistant Director	Emily Riordan Rachel Axford Sarah Theesfeld
Middle School Play	Co-Director Co-Director	Dana Wallace Jackie Jurgens
Band for Athletic Events	Director	Jamie Pohlmann
Senior High Band	Advisor	Jamie Pohlmann
Stage (Jazz) Band	Director	Jamie Pohlmann
Marching Band	Advisor Flag Coordinator	Jamie Pohlmann TBD
Pop Group	Advisor	Rachel Axford
Senior High Vocal	Advisor	Rachel Axford
Video Board Electronic & Event Technician	Advisor	Jacob Johnson
Prom	Advisor	Sara Barfknecht
Literacy Coach	Windom Elementary	Sam Melkert
ECFE Coordinator		Angela Geesman



AUG 10 2026

Marcie Blouin <mblouin@isd177.com>

Resigning-Subbing

1 message

Rachel Hernandez-Sanchez <rhernandezsanchez@isd177.com>

Mon, Aug 10, 2026 at 1:51 PM

To: Corey Barfknecht <cbarfknecht@isd177.com>, Jana Raverty <jraverty@isd177.com>, Marcie Blouin <mblouin@isd177.com>, Jamie Frank <jfrank@isd177.com>

Hello Mr. Barfknecht,

I am formally resigning from my 6.5 Paraprofessional position effective 8/24/2026. I would like to stay with Windom Area Schools as a Substitute Paraprofessional.

Thank you,
Rachel Hernandez Sanchez



AUG 11 2026

Jana Raverty <jraverty@isd177.com>

Resign

Kandace Arndtson <karndtson@isd177.com>
To: Jana Raverty <jraverty@isd177.com>

Tue, Aug 11, 2026 at 1:09 PM

Jana I am writing to you that as of today August 11th i am resigning from my paraprofessional position at the elementary school.

Thanks Kandace

Sheila Roiger

Objective Detail orientated cook with 10 plus years of experience managing high-volume kitchens, seeking a cook manager position at Windom Area Schools. Eager to apply my passion for child nutrition and food preparation to support your daily operations.

Experience **Kitchen Manager**

Springfield Public School, Springfield, MN

August 2008-December 2014/September 2018-Present

Preparing and serving hot meals to 500 plus students

Weekly ordering for breakfast, lunch and special functions

Managing a staff of 5 employee's

Record keeping for all production records, temperatures, and standardized recipes

Designed and implemented HACCP plan

Redesigned recipes and complied with new school lunch requirements

Worked to increase participation by offering new menu items monthly

Organizing and stocking all shelves using FIFO standards

Managing monthly inventory

Head Cook

Taher/Redwood Area Schools, Redwood Falls MN.

November 2015-August 2018

Preparing and serving hot meals to students and staff

Adhering and implementing safe food procedures

Following all temperature and sanitizing guidelines

Ordering and stocking food products using FIFO standards for weekly menu items

Managing monthly inventory

Cook/Aide

Sleepy Eye Medical Center, Sleepy Eye, MN

December 2014-November 2015

Preparing and serving hot meals to patients and staff

Adhering and implementing safe food procedures

Following all temperature and sanitizing guidelines

Knowledge of special diet requirements

Kitchen Manager

Taylor Fautsch

Elementary Education (K-6) with an emphasis in Middle Level Mathematics (5-8)



EXPERIENCE

Rochester Public Schools, Gage Elementary — First Grade Teacher

August 2025 - PRESENT

Dug deep into different strategies and skills for students in all subjects.

Rochester Public Schools, Bamber Valley Elementary — Kindergarten

August 2024 - June 2025

Provided differentiation for my students while introducing them to new skills every day.

WSU/Byron, Byron Public Schools — Intern

December 2023 - May 2024

Subbed in a variety of different classrooms in each school throughout the district. Explored general, interventions, extracurriculars, and being a paraprofessional.

Winona State, Byron Public Schools — Student Teacher, Seventh Grade Mathematics

November 2023 - December 2023

Taught students various mathematics lessons. Introduced different strategies for the students to use when stuck on problems.

Winona State, Byron Public Schools — Student Teacher, Kindergarten

August 2023 - November 2023

Created professional relationships with the students. Taught students a variety of mathematics and literature lessons.

EDUCATION

Winona State University, Winona, MN — Bachelor's Degree

August 2019 - December 2023

Completed coursework and projects that strengthened skills in field experiences, preparing for success in professional environments.

SKILLS

Problem- Solving

Differentiation

Team Player

VOLUNTEERING/OTHER WORK EXPERIENCES

School Aged Child Care

Supervised children's play, making sure of their physical safety at all times. Communicated daily with parents. Organized a variety of activities for children every day.

Powers Ventures Catering Waitress

Ensured customer satisfaction in a fast-paced environment. Utilized organizational and problem solving skills to prioritize multiple responsibilities.

Final Four Volunteer

Helped welcome hundreds of thousands of visitors to Minneapolis for the 2019 NCAA Final Four. Assisted with programming during the "Final Four Fan Fest" by leading basketball competitions, providing talent hospitality, and guiding visitors through security.

Windom School District 177 Online Application

Carter, Colleen - AppNo: 2564

Date Submitted: 4/13/2026

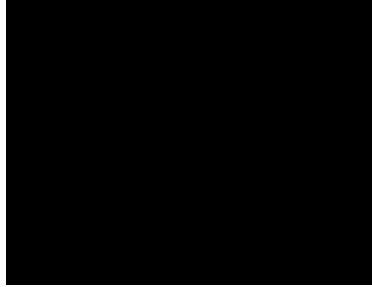
Personal Data

Name: Colleen K Carter
(First) (Middle Initial) (Last)
Other name(s) under which transcripts, certificates, and former applications may be listed:
Other: Colleen K Carter
(First) (Middle Initial) (Last)
Email Address: ckm40@hotmail.com

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:



Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Position Desired:	Experience in Similar Positions
Food Service 1. Baker/Cook Assistant 2. Cooks Assistant	16 years 16 years
Substitute 1. Substitute Food Service	-

Experience

Please list ALL relevant work experience beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Hardee's general manager		250 3rd avenue Windom, Mn 56101 507-831-3429		Keri Hollinrake 712-209-4634 kmanwarren@hotmail.com	
Date From - Date To:	08/2010 - 04/2026	Full or Part Time:	Full		
Reason for Leaving:	retirement				
May we contact this employer?	Yes				
Responsibilities/Accomplishments at this Position	managing the store , managing employees, hiring help, ordering food and supplies.				

Ezra Yeager



EXPERIENCE

Jackson County High School, Jackson, MN - *Head Cook*

January 2025- Present

- Organize and order food and supplies for bi-weekly delivery
- Prepare breakfast and lunch for 300+ students and staff
- Maintain a clean and safe kitchen
- Work with employees to find solutions for current and future problems

Walmart, Spirit Lake, IA - *Personal Shopper*

January 2021 - October 2024

- Use our system to pick items and fulfill orders with a strict deadline
- Properly store and organize items for ease of use
- Provide customer service while helping locate items or with giving assistance
- Look at individual store statistics to improve quality and efficiency

Adventure Awaits Learning Academy, Gray, LA - *Cook/Prep*

March 2019 - October 2020

- Prep and cook 4 meals daily for 70+ children and staff
- Take weekly inventory of supplies and create list for needed supplies
- Order all supplies online and store in appropriate areas
- Coordinate with parents about allergies and intolerances
- Clean and disinfect daily

Marine Systems Inc., Houma, LA - *Account Payables Clerk*

August 2012 - February 2016

- Receive incoming physical and electronic mail
- Input invoices into company system
- Receive and make calls regarding invoices from customers and departments across the country
- Correct problems within POs within company or customers
- Print, stuff, and mail out checks
- File all used documents in appropriate area

EDUCATION

Windom School District 177 Online Application

Onken, Matthew - AppNo: 2636

Date Submitted: 8/24/2026

Personal Data

Name: Matthew Onken
(First) (Middle Initial) (Last)
Other name(s) under which transcripts, certificates, and former applications may be listed:
Other: Matthew Onken
(First) (Middle Initial) (Last)
Email Address: [REDACTED]

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:



Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 2047 **Support Staff:** Paraprofessional at Middle/High School

**Date Last
Submitted**
8/24/2026

**Experience in
Similar Positions**
20 years

Experience

Please list ALL relevant work experience
beginning with the most recent.

No experience was entered

Additional Information

* What are your salary expectations?

\$21.50-\$22.50/hour

Education

Please tell us about your educational background beginning with the most recent.

High School Attended: Windom Area Highschool
Graduation Status: H.S. Diploma

Windom School District 177 Online Application

Martinez, Nancy - AppNo: 2634

Date Submitted: 8/19/2026

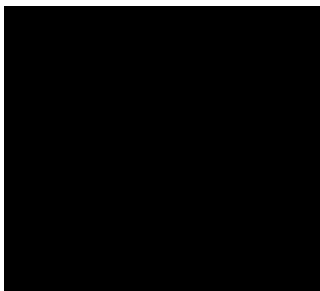
Personal Data

Name: Nancy K Martinez
(First) (Middle Initial) (Last)
Other name(s) under which transcripts, certificates, and former applications may be listed:
Other: Nancy K Saavedra
(First) (Middle Initial) (Last)
Email Address: [REDACTED]

Postal Address

Permanent Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Daytime Phone:
Home/Cell Phone:



Present Address

Number & Street:
Apt. Number:
City:
State/Province:
Zip/Postal Code:
Country:
Phone Number:

Employment Desired

Open Vacancy Desired:

JobID: 2048 **Support Staff:** Paraprofessional at Windom Area Elementary

**Date Last
Submitted**
8/19/2026

**Experience in
Similar Positions**
5 years

Position Desired:

Support Staff

1. Special Education Paraprofessional

**Experience in
Similar Positions**
-

Experience

Please list ALL relevant work experience
beginning with the most recent.

Current or Most Recent Position		Employer Contact Information		Supervisor/Reference Contact Information	
Walmart Supercenter Electronics Sales Associate		1055 Ryans Rd Worthington, MN 56187		Joel Janssen 507-376-6446	
Date From - Date To:	06/2026 - 08/2026	Full or Part Time:	Full		
Reason for Leaving:	Looking for something closer to home				
May we contact this employer?	No				
Responsibilities/Accomplishments at this Position	Greet shoppers, answer technical questions, and match products like TVs, computers, and mobile devices to customer needs. Secure high-value items, process customer returns, operate registers, activate phones, and cover photo or site-to-store areas as needed				



September 14, 2026

What has Happened:

-Great Inservice week- Great to see staff back in buildings, lots of productive time to collaborate among staff to meet student needs! The elementary and preschool geared up for a Hall of Fame year by improving our current systems in intervention to meet more individual needs.

-Preschool Screening- We met with 9 families of preK and K students who will be joining us this year. We have a great and skilled team who does this screening a few times throughout the year. The process was impressive. There will be a larger screening session in October, and we also screen children who have not been screened in other districts throughout the year as needed.

-Elementary and Preschool Entrance conferences were fantastic. It was wonderful to welcome so many excited families into our schools! They had a chance to explore their child's learning space, meet the teachers they'll be spending the year with, get school pictures taken, and learn more about what we can expect from the year ahead. See pics below

-Expectations rotations were held on the first and second days of school at the elementary.

-First fire drill of the year- We do 5 at the elementary school and preschool. Highland also needs monthly drills for our Soaring Eagles Childcare Center and Headstart partnerships. At both buildings, students were out of the buildings in about 1 minute. Staff took attendance and did a great job of teaching HOW to do the fire drill.

What will Happen:

-Preschool Best In Class Workshop- This workshop is designed to increase the knowledge and skills of participants in delivering the BEST in CLASS – EC intervention framework and practices. This will help our Preschool teachers to make this a Hall of Fame Year.

-Fall Assessment Window- Sept 21-29- FastBridge- State requirement for k-3 for the READ act. This gives us data about how our students read and areas we can provide additional support or enrichment. Sept 21- Oct 2- CAPTI- required for 4-12 through the READ Act. Similar to FastBridge, CAPTI gives data about how our students read and how we can intervene. Some students may have additional assessments to further narrow down specific areas of need so we can provide the most targeted interventions.

-Homecoming parade- The elementary PBIS committee is working with HS Student Senate to have a homecoming parade again this year. We are also working with the Chamber to get local businesses involved to make this a fun event for our whole district to raise some Eagle Pride!

Other News:

-The Elementary alone has had 33 new students enroll in grades k-4 over the summer, but we also had 7 students leave the district, but this is great growth, and we are ready to help these students learn, lead, and excel together!

-Special shout out to Amy Kelly, elementary Administrative Assistant. She helps all the families enroll, helps teachers set up entrance conferences, ensures all paperwork is collected and documents documented. She also is a great recruiter of paraprofessionals and has sent a number of them my way who have gone on to be a big help to kids! She is the face of Windom Area Elementary, and we appreciate all she does!

Thank you for supporting our youngest Eagles!



Windom Area Middle School Board Report

2026-2027



September 14, 2026

A Great Start to the School Year

We have had an excellent start to the 2026–2027 school year! We continue to see increased enrollment in grades 5–8, which is exciting for our school and community. With that growth, we are also seeing an increased need for English Learner (EL) supports. Our staff has done an outstanding job welcoming additional students and meeting a wide range of student needs while maintaining a positive and supportive middle school environment.

DLT & Fall Benchmarking

I am extremely appreciative of our District Leadership Team (DLT) and the collaborative work being done to dig into student data, identify needs, and determine how we can best support students.

Our Capti ReadBasix and IXL Math fall benchmarking window is September 21–October 2. We are excited to see where our students are starting the year academically and use this information to celebrate strengths, identify needs, and guide interventions and instruction.

Staff Highlights

Our two newest middle school teachers, **Max Thew (MS Band)** and **Holly Wehmeyer (7th Grade Special Education)**, are off to great starts! Both have transitioned extremely well and are already building positive relationships with students and staff.

A special thank you also goes to **Val Spielman, Alyssa Schroeder, Steph Redman, Ashley Schmit, Colin Wilson, Leah Bjorklund, Rachel Nichols, Trisha Grant** and

Matt Onken for their leadership with our 6th Grade Power Hour. They are doing excellent work helping students stay on top of their school responsibilities while ensuring students receive additional support and interventions when needed.

Lunch & Recess

One of our biggest logistical changes this year has been our new approach to middle school lunch and recess, and so far, it has been incredible from a principal's perspective. The structure has created a smoother experience while giving students valuable opportunities to eat, socialize, move, and reset. I greatly appreciate the staff who have helped make this transition so successful.

Coming Up

- Homecoming Week – September 21–25: Our 5th–8th graders are excited for Homecoming and especially enjoy participating in the dress-up days!
- 7th Grade Courage Retreat – September 22: We will host the retreat in The Nest and welcome 7th-grade students from Mountain Lake and Jackson to join our Windom students for this great experience.

Thank You!

Above all, I am incredibly appreciative of our middle school staff. Increased enrollment, growing student needs, and logistical changes require flexibility and teamwork, and our staff has responded tremendously. There is great energy in our building, and we are excited about the year ahead!



9/14/2026

From the Desk of High School Principal Bryan Joyce

Vision: All students graduate with the knowledge and skills needed to be productive and engaged citizens

Purpose: All students learn the academic standards and we provide as much time and support as needed to help each student learn

- We had a wonderful start to the school year during in-service week and a very successful first week of school
- Our new staff has supports through mentorship, and our peer/instructional coaches, ensuring a very smooth start to the school year
- Handbook meetings took place with all HS classes hearing basic expectations on Sept. 2
- Enrollment update:
 - 369 students at the HS, largest amount since 2003-2004 school year
 - Needs are growing and diverse, with many language challenges
- Hiring update
 - Still seeking a couple qualified paraprofessionals to add to our staff
- All student assembly Tuesday, Sept. 15
 - Focus will be responsible usage
- Our CAPTI window will open in late September and will provide us with useful data to better support literacy for all learners
- HS Picture day is Sept. 24
- Homecoming Sept. 21-25, seeking board support for admin approval of the following:
 - Coronation Monday, Sept. 21
 - Kickball Wed. Sept. 23
 - Full Day activities Friday, Sept. 25 - including Home VB game during the day!
 - Dance Sept. 25
 - Dress Days
- Impact teen driver classroom instruction for sophomores will be held on Oct. 1, thanks to MN State Patrol!
- Friday, Oct. 2 is School Custodian Appreciation Day - a huge thanks to our crew at the MSHS for all the caring effort put forth to make our school days a success!



Windom Area School District
Special Education Board Report
09/14/2026

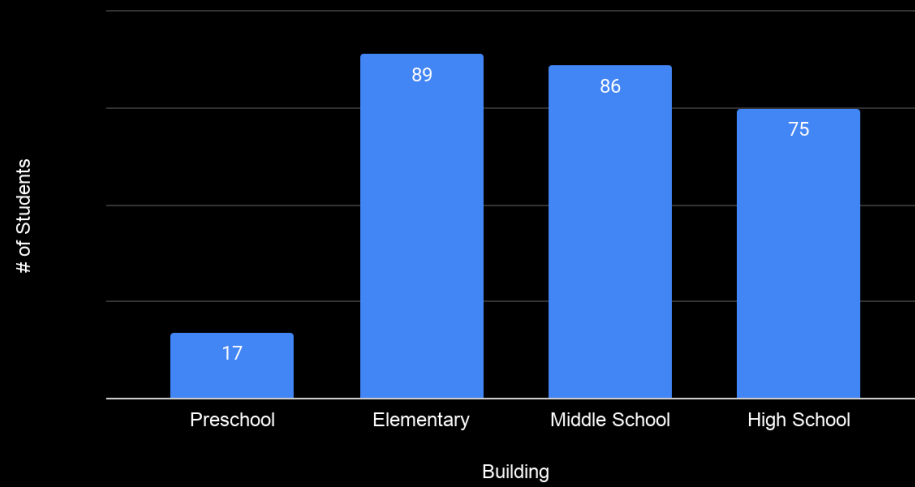
What's Happened

- **Case Manager Resource Site:** We launched a new online resource site for special education case managers, bringing important tools, resources, and information together in one convenient location. The goal is to make it easier for staff to find what they need and support consistent practices across the district.
- **Welcome to Our New Students:** Enrollment is up! Since the beginning of the school year, we have welcomed 20 new students receiving special education services to Windom Area Schools, while seven students receiving services have transferred to other districts.
- **Para Staffing:** This continues to be one of our biggest challenges. As of this report, we have 10 open positions district-wide, in addition to three paras who are currently away for family or medical leave. We are incredibly grateful to staff who have been able to come over from Soaring Eagles Daycare to provide us with support to fill in holes while their enrollment allows them to do so, and for people in each building who have been stepping in to fill urgent-need spots when they're able to find the time during their day. We are continuing to actively recruit new paraprofessionals and would love to see more community members consider joining our team. We have a great group of people doing important work for our students, and we are always looking for more good people to join them.

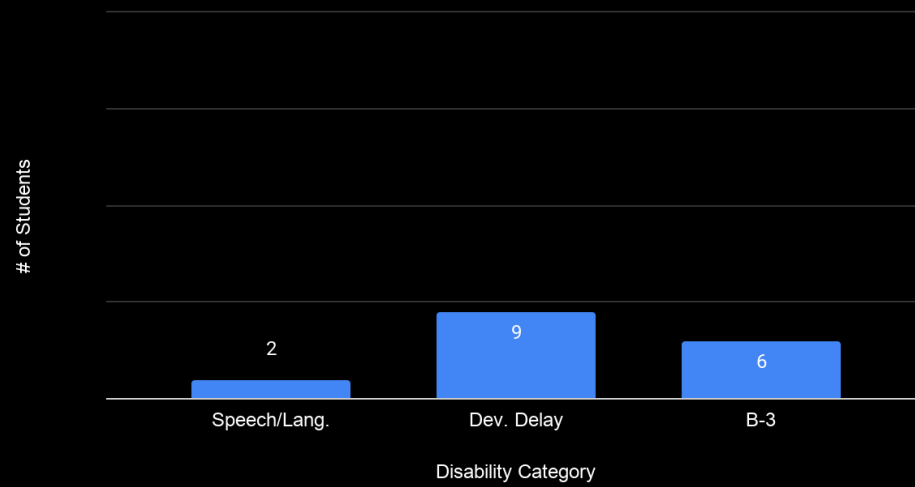
Monthly Spotlight: Who We Serve

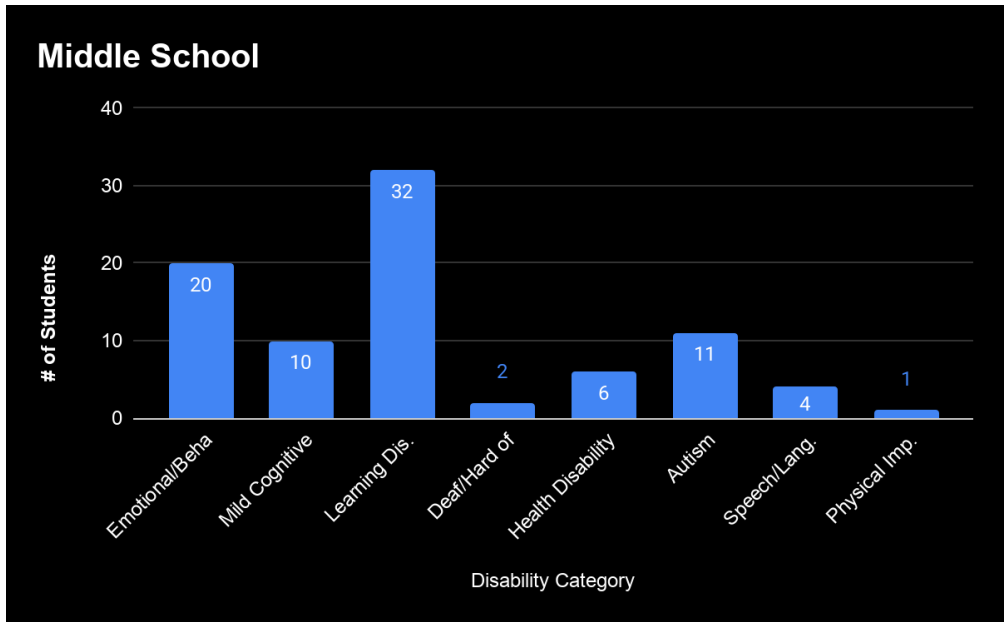
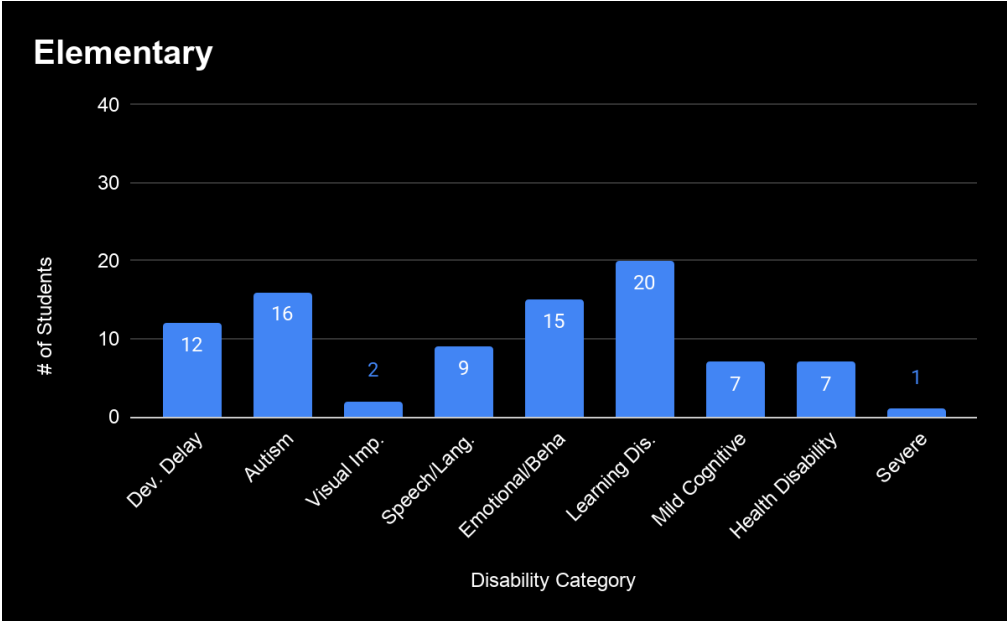
We currently have 261 students enrolled in grades PreK-12+ who receive special education services, which is roughly 20% of our student body and is consistent with numbers at the state level. We provide services to an additional 7 children in the Birth-to-Three program, which is designed to provide early intervention services to children with disabilities who are not old enough to attend school yet, and have 19 students who are receiving services outside of the district through a Setting 4 or residential treatment program. Check out the charts below for a snapshot of who we're serving in each of our buildings.

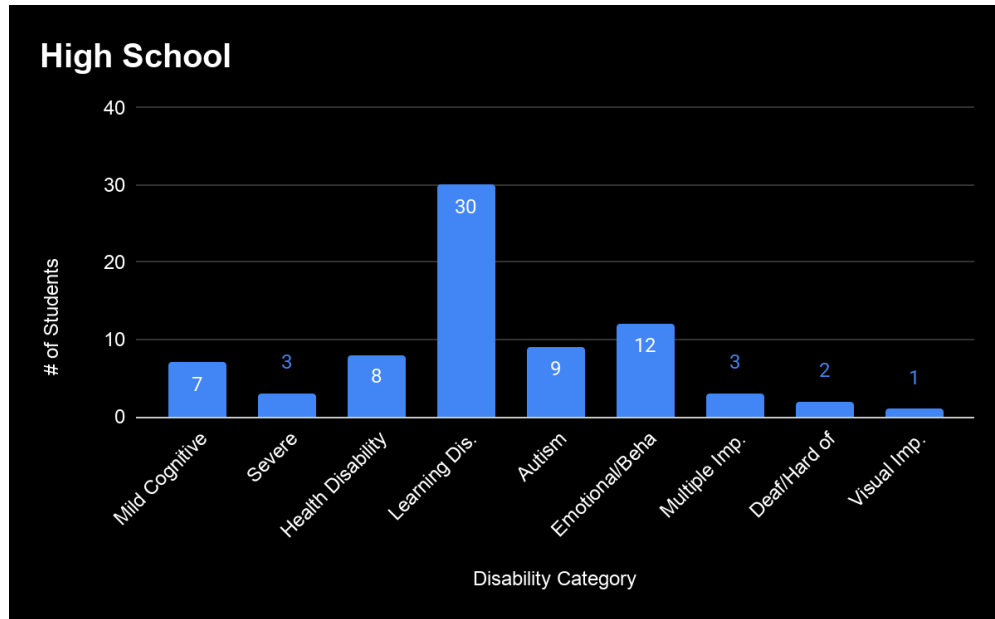
Students Receiving Special Education Services by Building



Preschool







What the Data Tell Us

Special education touches a significant portion of our school community. Approximately one in five students receives special education services, in addition to the early intervention services provided to children before they reach school age and the highly specialized support provided outside of the district to students placed in Setting 4 and residential programs.

These numbers make it clear that special education is not a separate program operating on the margins of our schools—it is an important part of serving our students every day. The range of disability categories represented in our district also means that there is no single type of special education student or single approach to providing services. Our staff continually adapt instruction and supports to meet individual student needs.

The People Behind the Work

Our special education teachers are the heart of our team. Among them, we have seven staff members who have earned graduate degrees, with three more currently working toward theirs, and collectively they hold 26 unique credentials to serve students across different disability categories. This year, our teachers will provide specialized instruction aligned to 1,501 individual IEP goals currently in place for their students. As annual IEP meetings are held throughout the school year, they will also develop new goals based on each student's individual needs and progress. They develop and implement behavior plans, maintain communication with families and team members, and ensure that students receive the accommodations and supports they need to participate and succeed in their general education classrooms. They collaborate with general education teachers, related service providers, paraprofessionals, and families to make sure each student's educational program is thoughtfully

designed and consistently implemented. They are a talented, dedicated, and truly remarkable group of people, and I am incredibly proud to have the opportunity to represent them before you each month.

Preschool



Elementary



Middle School



High School



What's on the Horizon

- **Early Childhood Behavior Support:** Our preschool team will participate in professional learning focused on supporting positive behavior in early childhood, including strategies for building positive habits and helping young children develop healthy coping skills.
- **Early Childhood Screening:** Early Childhood Screening will take place October 12–14 at Highland Early Childhood Center. This is the district's largest child-find activity of the year and provides an important opportunity to connect families with resources, identify children who may benefit from additional support, and determine whether they may be eligible for special education services.

Good to Know

September and October are significant months for disability awareness and recognition. During these months, communities across the country recognize and raise awareness of conditions including Fetal Alcohol Spectrum Disorders, ADHD, Down syndrome, dyslexia, cerebral palsy, visual impairments, Rett

syndrome, and a variety of invisible disabilities, including brain injuries, hearing impairments, and mental health disorders. These awareness efforts are a reminder of the diversity of experiences represented in our schools. Every one of these conditions is represented among the students we serve in Windom Area Schools. While each student's needs and strengths are unique, these awareness efforts provide opportunities to increase understanding, reduce stigma, and celebrate the many ways our students learn, grow, and contribute to our school community.

Respectfully submitted,

Amanda Wilson
Director of Special Education
Windom Area Schools



School Board Report

By Superintendent Jamie Frank

September 14, 2026

First Week

We had a great start to the 2026-2027 school year. Students are happy to be in school to see their friends again and to settle into a routine. Thank you to the teachers and staff for welcoming students back and for preparing for a great year ahead.

Minnesota School Board Recognition Month

September is Minnesota School Board Recognition Month. Brianne, Lynn, Matt, Joel, Angie, Barb, and Bruce, thank you for giving of yourself and making decisions with the best interests of our students in mind. We appreciate you!



Enrollment

On the last day of school (in 2026), enrollment shows a total of 1129 K-12 students. It's a little early to pull September enrollment numbers from MARRS, but our internal records show that over the summer, 83 students enrolled and 50 students moved away, for a net gain of 33 students and a total of 1162. These students are spread across all grade levels. The DLT (District Leadership Team) has been talking about areas of support needed to address the increasing EL and Sped population.

Inservice Week

During the week of August 25, teachers were in the buildings for training and time to prepare the classrooms for students. Some training that we completed included:

- ALICE and CrisisGo for emergencies
- CPR/AED Training
- Artificial Intelligence Professional Development
- Vocabulary & Multi-Syllabic Words Training
- IXL Diagnostic Assessment Training

Soaring Eagles Open House - September 21 from 6:00-7:30



Conferences for School Board Members

Below are conferences available for board members in the upcoming year. Please let me know which ones you are interested in attending and I will make reservations!

- [MREA](#) - November 15-16 at Cragun's in Brainerd
- The [MSBA Conference](#) is January 14-15 in Minneapolis
- National [School Board Association Conference](#) in Washington DC on April 2-4

AGREEMENT

between

**INDEPENDENT SCHOOL DISTRICT NO. 177
WINDOM, MINNESOTA**

and

WINDOM EDUCATION SUPPORT PROFESSIONALS

representing

**CUSTODIAL, FOOD SERVICE, AND ~~SECRETARIAL~~ OFFICE
PROFESSIONAL EMPLOYEES**

Effective July 1, ~~2024~~ 2026 through June 30, ~~2026~~ 2028

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ARTICLE I PURPOSE

Section 1. Parties: This Agreement is entered into between Independent School District No. 177, Windom, Minnesota, hereinafter referred to as the School District, and the Windom Education Support Professionals, hereinafter referred to as exclusive representative, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971 as amended, hereinafter referred to as the P.E.L.R.A., to provide the terms and conditions of employment for Custodial, Food Service, and **Secretarial Office Professional** Employees.

ARTICLE II RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1. Recognition: In accordance with the P.E.L.R.A., the School District recognizes the Windom Education Support Professionals as the exclusive representative for Custodial, Food Service, and **Secretarial Office Professional** Employees, excluding the District Office Staff, employed by the School District, which exclusive representative shall have those rights and duties as prescribed by the P.E.L.R.A., and as described in the provisions of this Agreement.

Section 2. Appropriate Unit: The exclusive representative shall represent all such employees of the District contained in the appropriate unit as defined in Article III, Section 2 of this Agreement and the P.E.L.R.A. and in certification by the Director of Mediation Services on May 2nd, 2024 via BMS Case No. 24PRE1753.

ARTICLE III DEFINITIONS

Section 1. Terms and Conditions of Employment: Terms and conditions of employment shall mean the hours of employment, the compensation therefore including fringe benefits except retirement contributions or benefit, and the employer's personnel policies affecting the working conditions of the employees.

Section 2. Description of Appropriate/Bargaining Unit: For purposes of this Agreement the term "Custodial, Food Service, and **Secretarial Office Professional** Employee" shall mean an employee within the appropriate bargaining unit employed by the School District in such classification excluding the following: confidential employees, supervisory employees, essential employees, part-time employees whose services do not exceed the lesser of 14 hours per week or 35% of the normal work week in the employees' bargaining unit, employees who hold positions of a temporary or seasonal character for a period not in excess of 67 working days (as detailed in Article III, Section 4), emergency employees, the district office staff and such other employees excluded by law.

Subd. 1. Food Service Normal Work Week Defined: For the purposes of this Agreement, the normal work week is twenty-two and one half (22 1/2) hours for Food Service employees. Thirty-five percent of the normal work week is eight (8) hours.

Section 3. School District: For purposes of administering this Agreement, the term "School District" shall mean the Board of Education or its designated representative.

Section 4. Day: For the purpose of administering this agreement, Day is defined as the number of regularly scheduled hours for a given employee.

Section 5 Full-time Employees: A regular workweek for full-time employees shall consist of 40 hours, exclusive of meal period. Employees working less than such regular workweek shall not be considered full-time.

Section 6. Permanent Part-time Employees: A permanent part-time employee is an employee who works a regular schedule of less than 8 hours per day 5 days per week.

Section 7. Temporary/Casual Employees: The School District reserves the right to employ such personnel as it deems desirable or necessary on a temporary or casual basis.

Section 8. Other Terms: Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

ARTICLE IV SCHOOL BOARD RIGHTS

Section 1. Inherent Managerial Rights: The exclusive representative recognizes that the School Board is not required to meet and negotiate on matters of inherent managerial policy, which include but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and director and number of personnel.

Section 2. Management Responsibilities: The exclusive representative recognizes the right and obligation of the Board of Education to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

Section 3. Effect of Laws, Rules and Regulations: The exclusive representative recognizes that all employees covered by this Agreement shall perform the services and duties prescribed by the Board of Education and shall be governed by the laws of the State of Minnesota, and by Board of Education rules, regulations, directives and orders, issued by properly designated officials of the School District. The exclusive representative also recognizes the right, obligation and duty of the Board of Education and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the Board of Education insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement and recognizes that the Board of Education, all employees covered by this Agreement, and all provisions of this Agreement are subject to the laws of the State. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reviewed herein, and all management rights and management functions not expressly delegated in this Agreement are reserved to the School District.

ARTICLE V EMPLOYEE RIGHTS

Section 1. Right to Views: Nothing contained in this Agreement shall be construed to limit, impair or affect the right of any employee or her/his representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or her/his betterment, so long as the same is not designed to and does not interfere with the full, faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative, if there be one; nor shall it be construed to require any public employee to perform labor or services against her/his will. Failure to perform labor or services unless such tasks are illegal or endanger the employee or others, may be grounds for discipline.

Section 2. Right to Join: Employees shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Employees in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for employees of such unit with the School District.

Section 3. Request for Dues Check Off: The exclusive representative shall be allowed dues check off for its members, provided that dues check off and proceeds thereof shall not be allowed to any exclusive representative that has lost its rights to dues check off. Upon receipt of a properly executed authorization card of the employee involved, the School District will deduct from the employee's paycheck the dues that the employee has agreed to pay to the employee organization in nine equal installments, beginning no earlier than October 15th and the district will continue collecting dues from year-to-year until it receives notification of a valid revocation from the local. All dues information must be received by the payroll office by the 6th of each month.

Section 4. Financial Information: The School District shall provide, upon request of the exclusive representative, information pertaining to the School District's budget, both present fiscal year and proposed fiscal years' revenues and other financial information. The exclusive representative shall indicate in writing which financial information it is requesting. All costs of duplication of the information shall be borne by the exclusive representative.

Section 5. Personnel File: Any employee shall have the right to inspect her/his personnel file during regular business hours. The employee may be accompanied by a representative of her/his choice, may reproduce contents of the file, at their own expense, and may attach a statement of explanation or rebuttal to any information contained in the file. No material shall be kept in the employee personnel file without a copy being provided to the employee within ten (10) days of its receipts or creation by the District.

ARTICLE VI RATES OF PAY

Section 1. Rates of Pay:

Subd. 1. The wages and salaries reflected in Schedule A attached hereto, shall be a part of the Agreement for the period commencing July 1, 2024 2026 through June 30, 2026 2028.

For any new hires and employees who do not work during the summer months and do not receive a paycheck in the month of August, any hours worked from September 1st to the 10th of the month will be paid prior to September 30th. Hours worked from September 11th to the 30th will be paid on the normal October 20th payroll. For any new hires who start during the school year will then have any hours worked from the 1st to the 10th of the month paid prior to the last day of the month. All future paychecks will be on the regular 20th of the month payroll.

Subd. 2. Employees who have not reached the top salary level will be eligible for salary level increases on July 1 of each year providing they have been continuously employed in the bargaining unit for the preceding six months.

Subd. 3. New employees shall be paid at the entry level rate as indicated on the attached schedules. When circumstances require, the superintendent may allow a new employee to be paid at a higher rate of step/pay.

Subd. 4. The District will determine what the minimum staffing levels are at each building to determine when substitutes will be called.

Subd. 5. Regular food service employees who are substituting for an absent food service employee earning a higher rate of pay for three (3) consecutive days or more, shall receive that higher rate of pay. This pay adjustment shall be retroactive to the first day of the assignment. The employee must notify the payroll office within 30 calendar days to receive the wage adjustment.

Section 2. Overtime: **Subd. 1.** Time and one-half the employee's regular hourly rate shall be paid for all hours worked over eight hours per day or forty hours per week. For these purposes, sick leave and holidays are considered hours worked, but vacation and personal leave are not. Please refer to Article IX, Hours of Service, Section 7 Work Day and Work Week, Paragraph 2.

Section 3. Sunday and Holiday Work: **Subd. 1.** **Custodians and Food Service.** All authorized work on Sundays and Holidays will be compensated at two (2) times the regular hourly rate of pay.

Section 4. Kitchen Utilization: **Subd. 1.** Any utilization of the kitchen by an outside group or activity requires a food service employee to be present. Opportunities will be offered on a rotational basis by seniority. Notice of work will be posted.

Section 5. Mileage: Employees who are required to use their personal vehicles when performing their job duties, or who are required to commute between buildings, will be reimbursed at the IRS rate, authorized in advance by the their supervisor.

Section 6. Licensure Renewal: Because the school district requires all custodial staff to maintain a current Class C or higher boiler license, the district will pay the annual renewal fee, up to a maximum of \$50.00 for each custodian.

Section 7. Responsibility and Shift Differentials: The following differentials will be paid above the regular rate (day) of pay.

All shifts starting at 11:00 am or later (night)	\$.30/hour
Advanced Custodian	\$.40/hour
Head or Lead Custodian	\$.70/hour
Split Shift Differential	\$1.00/hour

Custodians will receive only one of the above shift differentials, that being the largest amount appropriate to their job assignment.

If the District directs a change in shift starting time during a non-student day(s) or to provide coverage for absent head/lead position, night custodians will retain their shift differential rate of pay.

Section 8. Call Back: Custodians called back to work by their supervisor or emergency personnel outside their scheduled hours shall be compensated for all time worked, with a minimum of two (2) hours of pay.

Section 9. Building Checks: Custodians will be compensated at two (2) times their regular hourly rate for all hours worked when performing Sunday, and Holiday building checks and one and one half (1 1/2) times their regular hourly rate for all hours worked when performing Saturday building checks. Only qualified custodians, on a voluntary basis, will conduct building checks as approved in advance by the Building and Grounds Supervisor or his/her designee. If no volunteers, it will be assigned on a rotating basis. The need for building checks will be at the discretion of the District. Custodians conducting building checks during their regularly scheduled hours as part of their regular work assignment shall only receive their regular rate of pay.

Section 10. Matching Deferred Compensation Plan:

Subd. 1. Matching deferred compensation is available to all regular employees covered by this Agreement. The District will match contributions as outlined below for all employees who work half time or more in their classification not to exceed a total contribution of \$30,000. Part-time employees who work less than fifty percent (50%) of

the full time equivalent in their classification shall be eligible to participate on a prorated basis to the percentage of time they are employed.

Years of Service	Yearly dollar match by the District
0 - 2 years	\$0
3 - 5 years	\$215 \$415
6-10 years	\$415 \$815
11- 15 years	\$815 \$1,115
16 plus years	\$1,115 \$1,400

Subd. 2. Participants must designate the carrier and the amount of the matched annuity by September 1 and March 1, to establish or make any changes in carrier and amount. The employees must complete a salary reduction authorization prior to any authorization/agreement for tax-sheltered annuity purposes may be made in any fiscal year. Changes will be allowed by contacting the District Office.

All vendors must be listed in the “Plan Document” as approved investment providers prior to receiving any funds. The list of these vendors is available from the School District. Any contributions, rollovers, loans, distributions, hardship withdrawals, transfers, and plan administration must follow the “Plan Document” and the third-party administrator’s policies.

Subd. 3. Employees on an unpaid leave of absence for more than thirty (30) days shall not be eligible to receive the District’s contribution toward the match in the Matching Deferred Compensation Plan. The Districts contribution towards match shall resume once the employee reports back to duty.

Subd. 4. This program shall be subject to the current Minnesota statute and all IRS regulations.

Section 11. Custodial Payroll Option: Employees will be paid over a twelve (12) month period, payable monthly. Hourly personnel (full time) will be paid their normal rate of pay times the hours in the year (rate of pay times 2,080 hours). Overtime hours will be paid in the ensuing month after working the hours of overtime.

Section 12. Shoe Allowance: The School district will reimburse up to a maximum of One Hundred Twenty-Five Dollars (\$125) per fiscal year for work-related shoes for each custodial and food service employee, upon successful completion of the probationary period. An itemized receipt must be turned into the Business Office no later than May 31 of each fiscal year and the purchase must have been made from July 1 to May 31 of that fiscal year. Reimbursement will occur on the employee’s payroll check and employee must be an active custodial or food service employee to receive reimbursement. This does not apply to any substitutes. The shoe allowance payment will be prorated for employees who do not complete a full year of employment.

ARTICLE VII LEAVES OF ABSENCE

Section 1. Sick and Safe Leave:

Subd. 1. All Employees shall earn sick leave at the rate of one day (one day equals the number of regularly scheduled hours for that employee) for each month of service in the employ of the School District. Annual sick leave shall accrue monthly as it is earned on a proportionate basis to the employee's work year. One day shall be equivalent to the normal standard work day of the employee based in hours.

Subd. 2. Unused sick leave days may accumulate to a maximum credit of 140 days of sick leave per employee.

Subd. 3. Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to illness, which prevented her/his attendance and performance of duties on that day or days. An employee may use his/her accumulated sick leave and the school board limits use as permissible as all state statutes will be followed. Sick leave pay shall be approved once entered into Absence Management or any electronic system provided by the district prior to the absence.

Subd. 4. Sick leave with pay may also be granted to the employee due to the serious illness of a member of the immediate family when such illness requires the presence of the employee. Immediate family shall be defined as spouse or registered domestic partner, children, parents, spouse's parents, siblings, brother-in-law, sister-in-law, daughter-in-law, son-in-law, grandparents of employee, grandchildren, aunts and uncles. Leaves in excess of three consecutive days will require medical certificate as indicated in Subd. 5, except in the case of minor children pursuant to state statute.

Subd. 5. The School District may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to eligibility of an employee for sick leave is reserved to the School District. In the event that a medical certificate will be required, the employee will be so advised.

The School Board or its designee may require that the employee undergo a physical examination by the licensed physician designated by the Superintendent. Such physician's opinion shall be determined as to the period of disability. The cost of such physical examination shall be borne by the School District.

Subd. 6. Sick leave allowed shall be deducted from the accrued sick leave days earned by the employee.

Subd. 7. Sick leave pay shall be equivalent to the employee's regular hourly wage rate for the regularly scheduled hours of work missed due to illness (as defined in Subd. 5) and shall not exceed 8 hours of pay for each day, or portion thereof, granted. Leave in

excess of three consecutive days must be approved by the superintendent, or his/her designee.

Subd. 8. Reduced Hours and Unused Sick Leave Accumulation Maximums: If an employee's regular hours are reduced and their unused sick leave exceeds the new maximum number of hours allowed, no hours of unused sick leave already accumulated will be deducted from the employee's unused sick leave balance. Once the level of unused sick leave accumulation falls below the new maximum allowed, new hours of unused sick leave will begin to accumulate the next pay period.

Section 2. Workers Compensation:

Subd. 1. Upon the request of an employee who is absent from work as a result of a compensable injury incurred in the service of the School District, under the provisions of the Workers Compensation Act, the School District will pay the difference between the compensation received pursuant to the Workers Compensation Act by the employee and the employee's regular rate of pay to the extent of the employee's earned accrual of sick leave and/or vacation pay.

Subd. 2. A deduction shall be made from the employee's accumulated vacation or sick leave accrual time according to the pro rata portions of days of sick leave or vacation time which is used to supplement Workers Compensation.

Subd. 3. Such payment shall be paid by the School District to the employee during the period of disability.

Subd. 4. In no event shall the additional compensation paid to the employee by virtue of sick leave or vacation pay result in the payment of a total daily, weekly, or monthly compensation that exceeds the normal compensation of the employee.

Subd. 5. An employee who is absent from work as a result of an injury compensable under the Workers Compensation Act shall submit her/his Workers Compensation check, endorsed to the School District, prior to receiving payment from the School District for her/his absence.

Section 3. Jury Duty: Employees who serve as jurors shall do so without loss of salary. However, any per diem, excluding mileage or other reimbursed expenses received for such jury service, shall be paid to the School District.

Section 4. Paid Personal Leave:

Subd. 1. A **9-Month** Food Service Employee may be granted personal leave at the discretion of the School District per the chart below:

# of Years Completed	# of Personal Days
0-4	3
5-9	4
10-19	5
20 or more	6

(one day equals the number of regularly scheduled hours for that employee) per year, which can be carried over to the next school year for a maximum of six (6) days that can be used for personal leave, for situations that arise requiring the employee's emergency attention, which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement.

Subd. 2. Custodians may be granted personal leave at the discretion of the School District of no more than three days (24 hours) per year, non-accumulative, for situations that arise requiring the employee's attention which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement. Part-time custodians may be granted paid personal leave on a pro-rate basis.

1. Any custodian hired or transferred into the department after July 1, 2018 shall not be eligible for personal leave.

Subd. 3. A 12-month ~~secretary~~ office professional may be granted personal leave at the discretion of the School District of no more than ~~three~~ five (3 5) days per year, which can be carried over to the next school year for a maximum of ~~four~~ six (4 6) days that can be used for personal leave, for situations that arise requiring the employee's attention which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement.

1. Any 12-month ~~secretary~~ office professional hired, changed from 9 or 10 month to 12 month status or transferred into the department after July 1, 2018 shall not be eligible for personal leave.

Subd. 4. A 10-month ~~secretary~~ office professional may be granted personal leave based on the chart below. One personal leave day may be carried over to the following year. at the discretion of the School District of no more than three (3) days per year, which can be carried over to the next school year for a maximum of four (4) days that can be used for Ppersonal leave; is for situations that arise requiring the employee's attention which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement. Upon completion of an employee's first (1) year of employment with the district, the employee will earn two (2) additional personal leave days for a total accumulation of five (5) days. Upon completion of an employee's fifth (5) year of employment with the district, the employee will earn two (2) additional personal leave days for a total accumulation of seven (7) days. Upon completion of an

employee's tenth (10) year of employment with the district, the employee will earn one (1) additional personal leave day for a total accumulation of eight (8) days. Upon completion of an employee's fifteenth (15) year of employment with the district, the employee will earn one (1) additional personal leave day for a total accumulation of nine (9) days.

# of Years Completed	# of Personal Days	Maximum Days Allowed for Carryover
0	3 5	1
1 - 4	5 7	1
5 - 9	7 9	1
10 - 14	8 10	1
15 or more	9 11	1

Subd. 5. A school year 9 month ~~secretarial~~ office professional employee may be granted personal leave at the discretion of the School District of no more than three (3) days per year, which can be carried over to the next school year for a maximum of four (4) days that can be used for personal leave, for situations that arise requiring the employee's attention which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement.

Subd. 6. Request for personal leave must be in Absence Management or any electronic system provided by the district at least three (3) days in advance, except in the event of an emergency. The School District reserves the right to refuse to grant such leave. All leaves must have prior approval.

Subd. 7. A personal leave day may be granted for the day preceding or the day following holidays or vacations, with prior approval of the supervisor.

Subd. 8. The district will allow up to 3 unpaid personal leave days per year for food service and ~~secretarial~~ office professional employees. Total maximum of paid or unpaid personal leave days is not to exceed 6 days for food service employees. Any additional unpaid personal leave days needed for emergency situations will be approved by the superintendent on a case by case situation. These unpaid personal leave days are non-cumulative.

Subd. 9. The District will reimburse any eligible employee for up to two (2) unused personal leave days each year at the employee's daily rate of pay. The employee's daily rate of pay will be determined based on the employee's average regularly scheduled daily hours multiplied by the employee's regular hourly rate of pay. The district must be notified by May 15 of each year if the employee plans to receive this payment. The union will submit the list to the Business Office for payment listing the employee's name and number of personal day(s), up to two (2), for which the employee wishes to receive payment for.

Section 5. Subd. 1. Bereavement Leave: Up to five (5) days of bereavement leave, deductible from accumulated sick, personal or vacation leave (if available), may be taken after approval by the Superintendent to attend the funeral of member of the immediate family, including spouse or registered domestic partner, children, parents, grandparents, grandchildren, brothers, sisters, father-in-law, mother-in-law, brother-in-law, sister-in-law, daughter-in-law, son-in-law, spouse's grandparents, aunts, and uncles. An additional one (1) day per year shall be allowed in the event of a death not covered by the definitions above, deductible from accumulated sick, personal or vacation leave (if available). Unpaid bereavement leave for any other individual with whom there was a close relationship may be granted through prior approval by the Superintendent. Individuals requesting the approval of bereavement leave shall submit such request in writing to the Superintendent. Any leave for this purpose beyond five days must be approved by the Superintendent and will be evaluated on a case by case basis.

Section 6. Exclusive Representative Leave:

Subd 1. Exclusive representative leave will be granted to the exclusive representative for three (3) days (one day equals the number of regularly scheduled hours for that employee) without deduction in any school year for the purpose of conducting organizational business.

Subd. 2. The exclusive representative must notify the Superintendent or his/her designated representative at least five (5) days prior to the use of such leave.

Section 7. Leave of Absence: Employees may be granted a leave of absence of up to one year without pay at the discretion of the Board of Education.

Section 8. Miscellaneous Leave Provisions:

Subd. 1. Generally, employees will be notified of the granting or denial of leaves within three (3) days after the leave request was submitted.

Subd. 2. All decisions to grant or deny leave requests may be appealed to the Superintendent.

Section 9. Family and Medical Leave: In accordance with the Family Medical Leave Act of 1993, (FMLA), as amended, employees shall be eligible for twelve (12) work weeks of leave in a twelve (12) month period under the following conditions:

1. Birth of a child or the placement of a child for adoption or foster care;
2. To care for a family member (child, spouse or parent) with a serious health condition;
or
3. An employee's own serious health condition that prevents the employee from doing his/her job.

Subd. 1. An employee may take this leave on an intermittent basis rather than all at once, or the employee may work a part-time schedule.

Subd. 2. All health insurance benefits shall be maintained while an employee is on this leave with the District and employee continuing their contribution requirements towards the premiums. This right to continue participation in such insurance programs will terminate if the employee does not return to the District pursuant to this Section. If the employee terminates their employment in the District, the employee shall have all rights to continue insurance benefits under C.O.B.R.A. laws.

Subd. 3. Employee's shall provide the District with a thirty (30) calendar day notice of any foreseeable leaves under this Section. If a medical emergency prevents an employee from giving the thirty (30) calendar day notice, a notice is required as soon as practical.

Subd. 4. Employee's shall provide the District with verification or certification of qualifying condition or need for leave, when requested, by a health care provider/agency.

Subd. 5. Employee's shall have the right to return to the same position or an equivalent position, with equivalent pay, benefits and working conditions at the conclusion of the leave. Employees who passed their probationary period, they shall retain all seniority benefits while on leave. Employee's still in their probationary period at the commencement of leave, shall not have actual leave time count towards the probationary period requirement.

Subd. 6. Employees shall be allowed to use any accumulated sick, vacation or personal time to offset any unpaid leave with paid leave.

Subd. 7. Failure of the employee to return pursuant to the date determined as the end of their leave shall constitute a resignation of the employee's position in the District.

Subd. 8. An employee may be allowed additional unpaid leave, not to exceed twelve (12) months, provided the employee follow the procedure outlined in this section.

Subd. 9. Eligibility: To be eligible for the benefits of this section, an employee must have been employed by the School District for the previous 12 months and must have been employed for at least 1,250 hours during such 12-month period.

Section 10. Voting Leave: This leave will be granted pursuant to current Minnesota statute.

Subd. 1: The District must also provide an employee paid time off to serve as an election judge, provided the employee gives the District at least twenty (20) days advance written notice. The District may reduce the employee's pay by the amount the employee is paid to serve as an election judge.

Section 11. Good Attendance Incentive:

Subd. 1. Any employee who has used Sick Leave, Worker's Compensation, Personal Leave, Bereavement Leave, Exclusive Representative Leave, Leave of Absence, Miscellaneous Leave, Family and Medical Leave and Leave Without Pay will receive at the end of the school year the following stipend:

0 hours/days* = \$400
1-3 days* or less = \$300
4 days* or less = \$200
5 days* or less = \$100

*Days above are based on the hours per day listed on the seniority list.

Hired between July 1 and October 31 gets full amount
Hired between Nov 1 and December 31 gets 75%
Hired between Jan 1 and February 28 get 50%
Hired after March 1 and April 30 get 25%
Hired after May 1 not eligible

Subd. 2. Personal leave days used for Bad Weather School Closing Days, as stated in Article IX, Section 7, Jury Duty Leave, as stated in Article VII, Section 3 and Voting Leave as stated in Article VII, Section 10 will not apply to the days listed above. Any other leaves not listed in Subd. 1 above will be counted as an absence.

Subd. 3. The calculation of hours/days used shall be the time between the first in-service/staff development day at the start of the school year and the last in-service/staff development day at the end of the school year.

Section 12. Minnesota Paid Leave

All state statutes will be followed. **Refer to Employee handbook for more information.**

ARTICLE VIII GROUP INSURANCE

Section 1. Selection of Carrier: The selection of the insurance carrier and policy shall be made by the School District as provided by law.

Subd. 1. Any recommendations from the School District's Insurance Committee regarding health insurance plan changes (change in aggregate value) does not need full union approval, just Insurance Committee approval. Insurance Committee voting structure is: Teachers – 3, Paraprofessionals – 2, Custodian/**Secretarial Office Professional**/Food Service – 2, Administrators – 1, School Board (represented by Superintendent or Business Manager) – 1.

Section 2. Health and Hospitalization Insurance:

Subd. 1. Eligibility and Qualification:

1. **Custodial and Secretarial Office Professional:** Eligibility and qualification shall be in accordance with the health insurance plan document. All employees whose regular work assignment is twenty (20) hours or more per week are eligible for enrollment in the group as provided by the plan document.
2. **Food Service:** Eligibility and qualification shall be in accordance with the health insurance plan document. All employees whose regular work assignment is thirty (30) hours or more per week are eligible for enrollment in the group as provided by the plan document.

Subd. 2. District Contribution:

1. **Custodial and Secretarial Office Professional:** The District shall contribute up to the following dollar amount toward but not to exceed the premiums for full-time regularly assigned eligible employees who qualify for and are enrolled in the District group health plan. Permanent part-time employees working twenty (20) hours or more per week will be allowed District contributions on the basis proportional to the percent of time they are regularly employed. Any additional cost of the premium shall be borne by the permanent part-time or permanent full-time employee and paid by payroll deduction.

The District reserves the right to increase the contribution on an individual basis in order to avoid any fines or penalties imposed by the Affordable Care Act (ACA). This is due to the W-2 affordability 9.5% test.

2. **Food Service:** The District shall contribute up to the following dollar amount toward but not to exceed the premiums for full-time regularly assigned eligible employees who qualify for and are enrolled in the District group health plan. Permanent part-time employees working thirty (30) hours or more per week will be allowed District contributions on the basis proportional to the percent of time they are regularly employed. Any additional cost of the premium shall be borne by the permanent part-time or permanent full-time employee and paid by payroll deduction.

The District reserves the right to increase the contribution on an individual basis in order to avoid any fines or penalties imposed by the Affordable Care Act (ACA). This is due to the W-2 affordability 9.5% test.

Custodial, & Secretarial Office Professional, & Food Service employees who work over 30 hours per week

Premium Allowance	<u>2024-2025</u> \$10,434.78 (\$869.57 per month)	<u>2025-2026</u> \$10,591.30 (\$882.61 per month)
	<u>2026-2027</u>	<u>2027-2028</u>

\$11,120.87
(\$926.74 per month)

\$11,676.91
(\$973.08 per month)

Prior to school starting, a **secretary office professional**/food service employee who worked during the summer will have his/her hours totaled and if he/she works 160 hours, he/she will receive an extra month benefits (health insurance contribution). Benefits will be pro-rated based upon hours worked during the summer. These hours must have prior authorization of the Superintendent.

Any employee who is not a 12 month employee who is on the district's single health insurance plan their monthly premium allowance will be figured for the year and spread out to pay for 12 months of premium first. Any contribution in excess of the monthly premium will be put into a VEBA/HSA account.

Subd. 3. Married Couples Employed by District: Married couples who are both employed by the District and eligible for insurance may pool their insurance premium allowance to purchase one family plan versus two individual plans. The District contribution will not exceed the premium allowance each employee would be eligible to receive on an individual basis.

Subd. 4. Retirement: Upon retirement, employees who are enrolled in the group health insurance plan, who are at least 55 years of age or older, may continue to remain a part of the health insurance group if they agree to pay all premiums at their own expense.

Subd. 5. Group Health Plans: The School District shall also make available group health insurance plans, to its employees and eligible retirees.

With respect to all qualified bargaining unit members, the School District shall contribute up to the dollar amount listed in Subd. 2 towards the monthly premium costs of these group health plans. If a "Voluntary Employee Benefit Arrangement" (VEBA/HRA Plan) or "Health Savings Account" (HSA Plan) is chosen, Subd. 6. below will apply.

All health insurance plans offered by the school district must meet the insurance carrier's policies and minimum qualification.

Subd. 6 Establishment of VEBA/HRA and HSA: The School District adopted the Minnesota Service Cooperative VEBA Plan, HSA Plan and the Employee Benefits Trust Agreement for the benefit of qualifying employees who are members of this Collective Bargaining Agreement. Employer and employees assent to and ratify the appointment of the trustee and plan administrator in place on the adoption date of this agreement. It is intended that this arrangement constitute a voluntary employee's beneficiary association under Section 501 (c)(9) of the Internal Revenue Code.

If the School District maintains a cafeteria plan with a health flexible spending account (an FSA), the School District will specify the Adoption Agreement for the VEBA Plan document, before the first day of the FSA plan year, the eligible health expenses will be

paid from the FSA first, until an individual's FSA account is exhausted, and from the VEBA plan second. If an employee chooses the HSA plan/account, the employee will follow all IRS regulations regarding having a HSA and how it works with an employee (and their spouse) if they have a Flexible Spending Account (FSA) or a VEBA account. All HSA contribution amounts will not exceed the amount as set by the IRS per year for individual or family coverage.

1. **Benefits provided through the VEBA/HRA and HSA:** The School District shall provide the following welfare benefit arrangement through the VEBA/HRA and HSA Plan:

The Health Reimbursement and Savings Arrangement for Active Employees.

2. **Payment of Administrative Fees:** Administrative and investment fees allocable to individual accounts of active employees shall be paid from the account. Administrative and investment fees allocable to individual accounts of active employee, who have accrued a balance in the VEBA/HRA or HSA Plan but change coverage, so that they are no longer entitled to employer contributions, shall be paid from the account. Administrative and investment fees allocable to the individual accounts of former employees, including retirees, shall be paid from the account. If the VEBA/HRA or HSA Plan is terminated, or if Employer Contributions cease by agreement between the parties, administrative and investment fees shall be paid from the account.

3. **High Deductible Group Health Plan:** The School District shall make available VEBA/HRA and HSA group health plans, the School District shall contribute the monthly premium cost up to the premium allowance list in Subd. 2.

In the event that two School District bargaining unit employees are either married or a bargaining unit employee marries another school employee the School District who is eligible for School District provided health and hospitalization insurance, the School District shall contribute an amount on the health insurance plan equal to the above contribution for each employee but not to exceed full family health insurance coverage if family coverage is selected by the married couple in only one (1) of the members name. Employees who are employed less than full time shall be eligible to participate on a prorated basis to the percentage of the time they are employed with the School District.

- A. In addition the employer contribution listed above, any grant available from the SWWC Service Cooperative will be deposited into the employee's VEBA/HRA or HSA account until the grant expires.
 - B. All contributions on behalf of a VEBA/HRA or HSA Plan participant shall cease on the date the participant is no longer covered under the high deductible health plan/VEBA/HRA or HSA Plan or from separation of employment.
4. The district will apply the collectively bargained health insurance amount to insurance premium first and the remainder will be funded, on a monthly basis, to an

HSA or VEBA/HRA account. This amount will be prorated on an annual basis as a result of insurance premium changes or collective bargaining levels. All HSA contribution amount will not exceed the amount as set by the IRS per year for individual or family coverage.

Subd. 7. Statewide Health Plan: Should a statewide health insurance plan become available during the course of this agreement, then both parties agree that bargaining may reopen on the health insurance provision.

Section 3. Long Term Disability (LTD) Insurance: The School District will pay 100% of the premium for long term disability insurance for each employee meeting the insurance carrier's minimum qualifications. Benefits shall be payable according to the insurance carrier's schedule of benefits.

Section 4. Life Insurance: The District shall provide a group life insurance program and shall pay the premium for ten thousand dollars (\$10,000) of coverage, with an Accidental Death & Dismemberment feature, for each eligible employee. To be eligible for this coverage an employee must work an average of twenty (20) hours per week in a position or positions covered by this agreement meeting the insurance carrier's minimum qualifications. The School District will not be held responsible for the regulations of the carrier.

Section 5. Claims against the School District: It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of denial of insurance benefits by an insurance carrier.

Section 6. Duration of Insurance Contribution: An employee is eligible for School District contribution as provided in this Article as long as the employee is employed by the School District. Upon termination of employment, all District contribution shall cease.

Section 7. Flexible Benefits Plan: The District shall adopt a payroll-system flexible benefits plan from a Flexible Benefits Plan vendor agreed upon by the parties, provided that in all events such vendor shall have substantial experience with School Districts, shall take legal responsibility for the Plan, shall give the employees tax advice with respect to their participation in the plan, shall have comprehensive orientation services for employees including 24-hour per day consultation for employees and opportunity for the employees spouses to have their questions answered about the plan. The School District shall assume all financial costs for the operation of the Flexible Benefit Plan.

Effective December 31, 2016 the medical flexible benefits plan will be terminated or changed to a limited flexible benefit plan for dental and vision only due to Affordable Care Act (ACA) rules. Dependent flexible benefits plan will still be an option.

ARTICLE IX HOURS OF SERVICE

Section 1. Shifts and Starting Time: All employees will be assigned starting time and shifts as determined by the School District. Employees working summer months may work with their supervisor/Superintendent to set their work hours/schedules. The School District has the right to refuse an alternative schedule.

Section 2. Meal Period: Custodial and **Secretarial Office Professional** Employees shall be provided a duty free meal period of at least 30 minutes.

Section 3 Break Times: Employees working at least four (4) hours per day will receive one (1) fifteen minute break; employees working six (6) or more hours per day will receive two (2) fifteen minute breaks. Break time is taken at the building they are currently working in.

Section 4 Extra Work: Food Service: Regular part-time employees, based upon food service personnel seniority, shall have the first option to work any additional hours or sub for others, (bringing their total weekly hours up to 40), which are due to school workday or school functions for which they are qualified. Qualified employees shall have the first option to work any extra hours created by non-school organizations functions, based upon seniority within food service employees. First option to work extra assignments will be given to the building crew where the extra work exists.

Subd. 1 Summer Work: During the summer food service meal program the District will create two teams of food service employees that will work a one or two-week rotational schedule. Employees shall not be compensated during their off week(s).

Section 5 Extra Work: Custodial and Secretarial Office Professionals: Regular part-time employees shall have the first option to work any additional hours (bringing their total weekly hours up to 40), which are due to school functions for which they are qualified. Employees shall have the first option to work any extra hours created by non-school organizations functions. First option to work extra assignments will be given to the building crew where the extra work exists.

Section 6 Work Day and Work Week: Custodial: The basic work week will consist of five (5) consecutive days beginning with the first shift that each custodian works on Monday or Tuesday that week. The normal basic workday shall consist of 8 hours per day. All regular employees shall have the right to work their full 40 hour week as provided for in the contract before any part-time employees are called.

Employees may be required to work flexible schedules totaling 40 hours per week over 6 days, Monday through Saturday upon mutual agreement between the employee and the District. However, the District must give prior approval to any flexible schedules. The district may schedule a 40 hour shift Tuesday through Saturday.

Section 7 School Closing: In the event that school is closed for any reason and the employees are not required to perform services, the employees shall have the option of using a personal leave day, or the employee's compensation shall be reduced accordingly. Leave must be applied

for within the pay period the school closing occurred. **This applies to 9-month food service employees only.**

Subd. 1. Custodial School Closing. An employee may make-up the hours lost due to a school closing not to exceed the actual hours lost. Employees must schedule make-up time with their supervisor. Employees making up lost time waive their daily premium pay rates and will earn their regular rate of pay for the make-up hours. All make-up time must occur within the work week of the school closing. Leave must be applied for within the pay period the school closing occurred. Part time employees will have the opportunity to work extra time for hours worked missed due to weather. Work hours can be made up in the same work week, with the exception of severe inclement weather or school closings.

Refer to the current Windom e-Learning Plan shared with all employees; all state statutes will be followed.

Section 8. Late Start: Food Service and Secretarial Office Professionals: If school starts late employees who report for work will be paid for all regularly scheduled hours for that day. When school starts late due to inclement weather or is "district called" food service and secretarial office professional personnel will report to their assigned building not less than one and one-half (1 ½) hours prior to the announced start time. **This applies to 9-month food service employees only.**

Section 9. Early Dismissal:

Subd. 1. Custodial Early Dismissal. When school is dismissed early due to weather or other emergency, all custodians will work the same number of hours on each shift; a minimum of two (2) hours to be paid for all regularly scheduled hours, not to exceed eight (8) hours for the day. The custodians who are already working when the early dismissal is called shall work a minimum of two (2) hours after school is dismissed or to the end of their scheduled shift, whichever occurs first. All custodians reporting to work after school is dismissed shall work a minimum of two (2) hours once they arrive to work but not before the school dismissal time and shall work the same number of hours as the prior shift. If the building is closed due to weather conditions or other emergency conditions, the custodians can use personal or vacation leave to meet the number of hours needed on their shift. Part time employees will have the opportunity to work extra time for hours worked missed due to weather. Work hours can be made up in the same work week, with the exception of severe inclement weather or school closings. If the school day has ended already, employees will be required to stay at their assigned building until they have been released by the Buildings and Grounds Supervisor or Superintendent. Building closure will be done by Superintendent or his/her designee.

Subd. 2. Food Service Early Dismissal. If school is closed after employees report for work at their regularly scheduled start time, they will be paid for all regularly scheduled hours for that day. **This applies to 9-month food service employees only.**

Subd. 3. Secretarial Office Professional Early Dismissal. Secretarial Office professional personnel will be required to stay at their assigned building until one of the following occurs:

1. District buses have returned to the bus barn; or
2. They have been released by their building principal; or
3. End of regularly scheduled shift.

ARTICLE X HOLIDAYS

Section 1.

Subd. 1. 9-Month Food Service and nine month employees shall be granted the following paid holidays provided the holidays fall during the normal school year:

New Year's Day	Good Friday	Easter Monday
Memorial Day	Labor Day	Thanksgiving Day
Day Following Thanksgiving Day	Christmas Day	Christmas Eve Day

Juneteenth and Independence Day will be paid to the Summer Food Service team that is working the week of this holiday or on the day established by the School District.

Note: Memorial Day will continue to be paid during the Flexible Learning Year application.

Subd. 2. Full-time custodial, ten month, and 12 month secretarial office professional and food service employees shall be granted the following paid holidays:

New Year's Day	Good Friday	Easter Monday
Memorial Day	Juneteenth	Independence Day
Labor Day	Thanksgiving Day	Day Following Thanksgiving Day
Christmas Eve Day	Christmas Day	

Holiday pay shall not exceed 8 hours of pay at the employee's regular hourly rate.

The District agrees to pay secretaries office professionals for Memorial Day and Labor Day if they work their scheduled day before Memorial Day and/or after Labor Day (unless on excused illness, leave or vacation).

Section 2. Weekends: Holidays that fall on weekends will be observed on a day established by the School District.

Section 3. School in Session: The School District reserves the right, if school is in session, to cancel any of the above holidays and establish another holiday in lieu thereof. Upon mutual agreement between the District and the Exclusive Representative, the District shall pay each employee their holiday pay equivalent in the event another holiday day off cannot be established.

The establishment of the new holiday and employee notification of such, or the determination of pay for the holiday will be completed within one (1) week of the original cancellation of holiday. Any legal holiday or holiday, which falls within an employee's vacation period, shall not be counted as a vacation day.

Section 4. Eligibility: In order to be eligible for holiday pay, an employee must have worked his/her scheduled work day before and after the holiday unless he or she is on excused illness, leave, or on vacation under these provision.

ARTICLE XI VACATIONS

Section 1. Earned Vacation:

Subd. 1. Full-time, 12 month custodial, food service, and secretarial office professional employees shall accrue vacation as follows:

One week after six full months of employment and successful completion of probationary period

Two weeks after one full year of employment

Three weeks after five full years of employment

Four weeks after fifteen years of employment.

Subd. 2. Regular part-time custodial, food service, and secretarial office professional employees shall receive vacation on a pro rata basis according to hours worked.

Subd. 3. Custodial. Upon approval of the District, employees shall be allowed to carry over three (3) days of vacation each year. All other earned vacation days must be used by August 31st following the year it was earned. Any days carried over will be the first days used. Carry over days may never exceed three (3) days total. All hires after July 1, 2018 shall be allowed to carry over three (3) days of vacation each year, based on their hire date.

Subd. 4. Secretarial Office Professional and Food Service. Upon approval of the district, employees shall be allowed to carry over three days of vacation each year for use in the next year. Any days carried over will be the first days used. All hires after July 1, 2018 shall be allowed to carry over three (3) days of vacation each year, based on their hire date.

Section 2. Application:

Subd. 1. Vacations shall be determined as of July 1 of each year. Custodial, food service, and secretarial office professional Employees hired between January 1 and July 1 are not eligible for vacation as a matter of rights until July 1 of the following year but may be permitted to take earned vacation at the discretion of the School

District/Superintendent. All hires after July 1, 2018 shall use their anniversary/hired date as a custodian or 12 month **food service and secretarial office professional** for accrual of vacation. Refer to Article VII, Section 4, Subd. 2, number 1 and Subd. 3, number 1.

Subd. 2. If the custodial, **food service,** and **secretarial office professional** employee resigns before completing a full year of service he/she shall not be entitled to any vacation pay and he/she shall have the salary paid for any vacation days taken deducted from his/her final check. An custodial, **food service,** and **secretarial office professional** employee who has completed at least one year of service shall be entitled to receive the pro rata pay for unused vacation time provided such employee provides the School District with at least two (2) weeks advance notice of his/her resignation time.

Subd. 3. Custodial. Vacations may be taken throughout the year. The scheduling of all vacation time shall be determined by the School District. Vacation requests of three (3) or more consecutive days at a time must be made in Absence Management or any electronic system provided by the district at least three (3) days in advance for approval. Incidental vacation requests of less than three (3) days must be made in Absence Management or any electronic system provided by the district for the supervisor to approve. The School District reserves the right to refuse to grant such leave based on district needs.

Subd. 4. 12 Month Secretarial Office Professional and Food Service. The schedule of all vacation time shall be determined by the School District. Vacation requests of three (3) or more consecutive days at a time must be made in Absence Management or any electronic system provided by the district at least three (3) days in advance for approval. Incidental vacation requests of less than three (3) days must be made in Absence Management or any electronic system provided by the district for the supervisor to approve. The School District reserves the right to refuse to grant such leave based on district needs.

ARTICLE XII DISCIPLINE, DISCHARGE, PROBATIONARY PERIOD, SUPERVISION, EVALUATION SYSTEM

Section 1. Probationary Period: An employee under the provisions of this Agreement shall serve a probationary period of 6 months of actual time worked in a position in the School District during which time the School District shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee; and during this probationary period, the employee shall have no recourse to the grievance procedure, insofar as suspension, discharge or other discipline is concerned. However, a probationary employee shall have the right to bring a grievance on any other provision of the contract alleged to have been violated. The parties agree any time period an employee is on unpaid leave shall not be counted in determining the completion of the probationary period.

Section 2. Just Cause: Disciplinary action may be imposed upon an employee who has satisfactorily completed the initial probationary period only for just cause. Discipline shall be imposed in a timely manner.

Section 3. Progressive Discipline: Disciplinary action shall normally include only the following measures and shall normally be administered progressively in the following order:

Subd. 1. Reprimands, either oral or written;

Subd. 2. Suspension from duty without pay;

Subd. 3. Demotion in position and pay;

Subd. 4. Discharge from employment.

The District reserves the right to move directly to a higher level of discipline based on the seriousness of the offense and other relevant factors.

Section 4. Meetings to Discuss Discipline Measures: If a supervisor meets with an employee to discuss written reprimand, suspension, or discharge, the employee has the right to have a union representative present.

Section 5. Discharge Due Process: No employee who has completed the probationary period, shall be discharged without having been afforded an opportunity to hear the reason(s) for the discharge and without an opportunity to offer an explanation of the relevant facts and circumstances surrounding the events which preceded the discharge and/or any extenuating or mitigating circumstances which the employee believes is relevant to the discharge decision. Whenever possible and practical, such opportunities shall be provided in a conference with the District which shall be conducted after advance notice to the employee and his/her Union representative who shall be permitted to attend the conference.

Section 6. Disciplinary Action Records: A written record of all disciplinary actions within the meaning of this article, shall be provided to the involved employee(s) and may be entered into the employee's personnel record. Investigations into conduct, which do not result in disciplinary action, however, shall not be entered into the employee's personnel record. The disciplined employee or Union representative shall be entitled to submit a written response to be included in the employee's personnel record.

Section 7. Food Service Classifications and Professional Development: The following classifications are as follows:

Cook/Manager
Baker/Cook Asst
Lunch Room Manager
General Cook's Assistant
Cooks Assistant

Cafeteria Helper

Subd. 1. Employees working towards state required certification for food service personnel, must notify the Food Service Director prior to the renewal of his/her SNA dues. The District will pay the SNA dues for interested employees. The District will provide paid in-service days as approved. The district will pay workshop fees, mileage, meals and other expenses incurred in workshop participation. Employees will be paid their regular hourly rate for all hours of in-service attendance, which may be different from the number of hours in their normal workday. The Food Service Director will determine which workshops are appropriate for individual employees. Differences may be appealed to the Superintendent.

Section 8. Change of Classification or Level: In additional to the initial probationary period an employee transferred, promoted, or otherwise occupying a different classification or level shall serve a new probationary period of 3 months in any such new classification or level unless the Superintendent determines the employee's performance has fulfilled the probationary period. During this 3 month probationary period, if it is determined by the School District that the employee's performance in the new classification or level is unsatisfactory, the School District shall have the right to reassign the employee to her/his former classification or level. Provided however, if any employee is placed in a new position as a result of the exercise of seniority rights in respect to layoff or recall the School District may place such employee on layoff if her/his performance is unsatisfactory. The Superintendent or such person(s) as designated by the Superintendent shall determine whether an employee's performance is unsatisfactory. An employee may grieve, to the Board of Education level only, the determination by the Superintendent or designee that an employee's performance is unsatisfactory. The decision of the Board of Education shall be final and binding and shall not be subject to arbitration.

Section 9. Supervision and Evaluation: The District reserves the right to evaluate an employee. A meeting will be held with the employee to discuss the evaluation, and then a written report of the evaluation will be placed in the employee's personnel file with a copy provided to the employee.

Section 10. Conditions Of Employment.

Subd. 1. All food service staff must maintain training and have the ability to pass all safety and health trainings required by state statute or district policy. (ie Blood Borne Pathogen, chemical, etc.).

- a). The district will pay for an employee's food service licensure which must be maintained by the employee to uphold the position hired for per job description.

Any training required by the district, state or federal law will be reimbursed upon successful completion by the school district for each employee. Employees will be paid for travel time for any training during the calendar year, with prior approval from the Food Service Director.

Subd. 2. The district will pay for successful completion of tests required by state statute or district policy for custodial employees. After two (2) unsuccessful attempts, there will be an employee review for proper assignment.

Subd. 3. All **secretarial office professional** staff must maintain training and have the ability to pass all safety and health trainings required by state statute or district policy. (ie Blood Borne Pathogen, chemical, etc.).

ARTICLE XIII

SENIORITY, REDUCTION, LAYOFFS AND REEMPLOYMENT

Section 1. Recognition: The parties recognize the principle of seniority in the application of this Agreement within classification concerning reduction or increase in force and assignment of vacation period.

Section 2. Seniority Date:

Subd. 1 Classification Seniority: An employee's seniority commences on the first day of continuous service in a classification with positions not referring to classifications. If more than one (1) employee begins work on the same day, seniority ranking for such employee shall be determined first by whoever has more District seniority and then by lot.

Section 3. Layoffs:

Subd. 1. Custodial. In the event the School District reduces the work force covered by this agreement, employees shall be laid off by seniority as either full-time or part-time employees (as defined in Article IX) with all of the part-time employees being laid off before the least senior full-time employee. Notice of such layoff will be given two (2) weeks before the scheduled layoff except in work stoppages or in unforeseen circumstances. Recall shall be in reverse order of lay-off.

Subd. 2. Food Service. In the event the School District reduces the work force covered by this agreement, employees shall be laid off by seniority as one classification. Recall shall be in reverse order of layoff. Additional hours shall be given to those employees whose hours were reduced, whenever possible, before new employees are hired. An employee on layoff shall retain his/her seniority and right to recall for a period of 1 year after the date of layoff.

Subd. 3. Secretarial Office Professional. In the event the School District reduces the work force covered by the agreement within the School District, such layoff shall occur as follows:

1. For **secretaries office professionals**, layoff shall occur in reverse seniority order.

Section 4. Layoff and Reduction of Hours:

Subd. 1. Custodial. In the event the School District reduces the work force covered by the agreement within the School District, such layoff shall occur in reverse seniority order beginning first with temporary and substitute employees, then part time, then full time employees.

Subd. 2. Food Service. In the event the School District reduces the work force covered by the agreement within the School District, such layoff shall occur in reverse seniority order within the classification and class involved.

Subd. 3. Notice of such layoffs or reduction in hours shall be given two (2) weeks before the scheduled layoff or reduction in hours except in the case of work stoppages or other unforeseen circumstances.

Subd. 4. Custodial. A senior employee will have seniority rights in regard to layoff or reduction of hours over the most junior employees with equal, or closest to equal, number of hours. An employee who is displaced by the exercise of seniority by a more senior employee pursuant to this section may in turn exercise seniority in the same fashion if qualified.

Subd. 5. Food Service. A senior employee will have seniority rights in regard to layoff or reduction of hours over the most junior employees with equal, or closest to equal, number of hours, in the same classification and classes, if a senior employee is unable to exercise seniority over a junior employee in their classification and class, such employee may exercise seniority over a junior employee in succeeding lower class within classification, if qualified for the position. An employee who is displaced by the exercise of seniority by a more senior employee pursuant to this section may in turn exercise seniority in the same fashion if qualified, provided, however, a lower class employee will not have seniority rights over a higher class employee.

Subd. 5. ~~Seeretarial~~ Office Professional. A senior ~~seeretary~~ office professional will have seniority rights in regard to layoff or reduction of hours over the most junior ~~seeretaries~~ office professional with equal, or closest to equal, number of hours. A ~~seeretary~~ office professional who is displaced by the exercise of seniority by a more senior ~~seeretary~~ office professional pursuant to this section may in turn exercise seniority in the same fashion if qualified.

Subd. 6 Custodial and ~~Seeretarial~~ Office Professional Staff: If the number of hours an employee is assigned to work is reduced, he or she shall be assigned to that position that is held by the least senior employee whose assignment is closest to, but not greater than, the assignment originally held by the employee whose hours are being reduced. The employee displaced by this reassignment may accept the assignment of the person whose hours are being reduced, or may request reassignment based on a reduction in hours. Any employee so affected may, at his or her discretion, be placed on layoff in lieu of accepting an assignment to a position with fewer hours. If a reduction of hours results in an employee not working enough hours for unit inclusion, such employee shall be

considered on layoff status. Any employee with reduced hours shall retain his/her seniority and right to an equivalent increase of hours as the reduction in seniority order for a period of one (1) year after the date of the reduction.

Subd. 7. Food Service Reduction: If the number of hours an employee is assigned to work is reduced, he or she shall be assigned to that position within the same classification that is held by the least senior employee whose assignment is closest to, but not greater than, the assignment originally held by the employee whose hours are being reduced. The employee displaced by this reassignment may accept the assignment of the person whose hours are being reduced, or may request reassignment based on a reduction in hours. Any employee so affected may, at his or her discretion, be placed on layoff in lieu of accepting an assignment to a position with fewer hours. If a reduction of hours results in an employee not working enough hours for unit inclusion, such employee shall be considered on layoff status. Any employee with reduced hours shall retain his/her seniority and right to an equivalent increase of hours as the reduction within the same or lower classification in seniority order for a period of one (1) year after the date of the reduction.

Subd. 8. An employee shall notify the School District of his or her intent to exercise seniority rights to a position in writing during the regular school year within 5 calendar days excluding Saturday, Sunday and holidays. If said notice is not given within the applicable time period, the right to exercise seniority is waived.

Subd. 9. An employee shall notify the School District of his or her intent to exercise seniority rights to a position in writing during the summer break within ten (10) calendar days excluding Saturday, Sunday, and holidays. If said notice is not given within the applicable time period, the right to exercise seniority is waived.

Section 5. Recall:

Subd. 1. Custodial. Employees will be recalled in seniority order. An employee recalled to his/her former position shall receive the current rate of pay for such position. Employees may be recalled to positions provided that the employee is qualified for the position.

Subd. 2. Food Service. Employees will be recalled in seniority order within classification and class. An employee recalled to his/her former position shall receive the current rate of pay for such position. Employees may be recalled to positions within classification other than the employees class provided that the employee is qualified for the position.

Subd. 3. ~~Secretarial~~ Office Professional. Employees will be recalled in seniority order. An employee recalled to his/her former position shall receive the current rate of pay for such position. Employees may be recalled to positions within classification provided the employee is qualified for the position.

Subd. 4. Notice of recall shall be made by certified mail to the last known address of the employee being recalled. The employee shall forfeit rights to recall if the employee fails to return to an offered position within seven (7) calendar days after notice of recall, and in such event the employee's name shall be removed from the seniority and recall list. It is the responsibility of the employee on layoff to keep the School District advised of his/her current mailing address.

Subd. 5. An employee on layoff or reduction shall retain his/her seniority and right to recall for a period of one year after the date of layoff or reduction.

Subd. 6. No new employee will be hired in any position covered by this agreement while qualified employees are on layoff or reduction subject to the limitations set forth in the above subdivisions of this section.

Section 6. Qualified: The Superintendent or such person(s) as designated by the Superintendent shall determine whether an employee is qualified to exercise seniority for layoff or recall. An employee may grieve, to the School Board level only the determination by the Superintendent or designee that an employee is not qualified. The decision of the School Board shall be final and binding and shall not be subject to arbitration.

Section 7. Seniority List: A current seniority list shall be emailed out to all employees, with one paper copy to each Chief Steward. Date to contest the seniority list will be included in email and given to each Chief Steward. Said listing shall be updated as of January 1 of each year.

Section 8. Voluntary Termination and Re-employment: In the event that an employee, voluntarily terminates his/her employment from a bargaining unit position and is subsequently re-employed by the District under this bargaining unit within a time period of no greater than twelve (12) months after the date of termination, the employee shall:

Subd. 1. Be reinstated without loss of seniority or benefits and the years of service credit earned and accumulated as of the date of termination.

Subd. 2. Be reinstated without having to serve a new probationary period notwithstanding any other provision to the contrary.

Subd. 3. Be reinstated to a similar vacant position at the same rate of pay the employee last earned as of the date of termination.

The above subdivision does not apply if the employee retires from the school district and is receiving retirement benefits from PERA or is doing a Phased Retirement Option Agreement with PERA. These individuals will directly negotiate their re-employment terms with the district.

ARTICLE XIV VACANCIES, JOB POSTING AND ASSIGNMENTS

Section 1. Posting and Filing Vacancies:

Subd. 1. All permanent vacancies in regular positions or newly created positions will be posted at each work site for a period of five (5) working days prior to filling the vacancy. A permanent vacancy is defined as one anticipated to last more than six months. A temporary vacancy is defined as one anticipated to last six months or less. Vacancy positions shall contain, at a minimum, the anticipated duration of the job, hours, classification, and job duties.

Subd. 2. Application of Vacancies: All employees under this Agreement may submit a written application to the Office of the Superintendent for any vacancy or for any new regular position which is posted pursuant to this Article.

Subd. 3. Filling Vacancies: Notice of the candidate selected to fill the vacancy or the new regular position shall be given within five (5) working days after the filling of the position.

Subd. 4. The final decision as to the successful applicant shall be in the discretion of the Superintendent or such person(s) designated by the Superintendent. A vacancy or new position may be filled by either a current employee or by hiring a new employee except as otherwise specified in the subdivision below.

Subd. 5. A permanent vacancy or new position shall be filled, within classification, from existing staff if all the following conditions are met.

- i. At least one member of the existing staff must apply in a timely manner as specified in this Article.
- ii. The position sought by applicant(s) is a promotion.
- iii. At least one applicant seeking promotion must be qualified to satisfactorily perform the duties and responsibilities of the position.

Subd. 6. If more than one applicant is equally qualified, seniority rights shall be exercised.

Subd. 7. The filling of vacancies shall not be subject to the grievance procedure except as follows:

- i. An employee may grieve a failure of the School District to follow the posting procedures.
- ii. An employee may grieve, to the School Board level only, the failure of the School District to award a position to said employee pursuant to the subdivision above. The decision of the School Board shall be final and binding and shall not be subject to arbitration.

Subd. 8. The requirement of posting shall apply only to permanent vacancies and newly created positions. Posting is not required for transfers under Section 2 of this Article.

Subd. 9. The public employer shall provide a copy of each posting of vacancies to the Chief Steward of the local Association.

Subd. 10. Notification of the filling of vacancies, containing the employee's name and date of employment, shall be provided to the Local Association President. The District shall provide all new employees with a copy of the current negotiated Agreement at the time of hiring.

Section 2. Transfers:

Subd. 1. A transfer shall mean assignment of employees between occupied positions.

Subd. 2. The Superintendent or such person(s) as designated by the Superintendent shall have the discretion to transfer employees to different positions including transfers between classifications and levels.

Subd. 3. The School District may not transfer an employee to a position with a lower hourly rate of pay or fewer hours without the consent of the employee except for just cause.

Subd. 4. The transfer of an employee shall not be subject to the grievance procedure except that an employee may grieve an involuntary transfer to a position with a lower hourly rate of pay.

Section 3. Increases in Hours: If the District determines it's necessary to increase the number of hours of service to a position covered by the Agreement, it may do so, at its discretion, by offering the assignment to the most senior employee holding such a position, who is available for that particular time frame.

Subd. 1. Permanent Increases: When an increase in hours of an employee lasts for more than sixty-seven (67) calendar days in any school year, that increase shall be considered permanent and the increased assignment shall be subject to the terms and conditions of this Agreement.

Subd. 2. Effects on Benefits: Once an increase in hours has become permanent, all benefits shall be recalculated based on the new hours. Changes to benefits shall become effective on the first scheduled work day following the 67th calendar day and shall be prorated when appropriate.

ARTICLE XV GRIEVANCE PROCEDURE

Section 1. A claim by an employee or the Association that there has been an alleged violation, misinterpretation or misapplication of any provisions of this contract may be processed as a grievance as hereinafter provided.

Section 2.

Subd. 1. Custodial. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. The employee, administrator, or Board of Education may be represented during any step of the procedure by any person or agent designated by such party, to act on his or her behalf.

Subd. 2. Food Service and Secretarial Office Professional. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15 of any school year and strict adherence to the time limits may result in hardships to any party, the Board and Association shall use their best efforts to process such grievance prior to the end of the school term or as soon thereafter as possible. The employee, administrator or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in his or her behalf.

Section 3. Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all week days not designated as holidays by state law.

Section 4.

Subd. 1. In computing any period of time prescribed or allowed by procedures herein, the date of the act, event or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, Sunday or legal holiday, in which event the period runs until the end of the next day which is not a Saturday, Sunday or legal holiday.

Section 5. In the event that an employee believes there is a basis for a grievance, she/he shall first discuss the grievance with her/his building principal or supervisor either personally or accompanied by the Association.

Section 6. Grievances shall not be valid for consideration unless the grievance is submitted in writing to the School District's designee, setting forth the facts and the specific provisions of the Agreement allegedly violated and the particular relief sought within thirty calendar days after the date of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another with the time periods hereinafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the employee and the School District's designee.

Section 7. Within five (5) working days of receipt of the grievance, the Building Principal or Supervisor shall meet with the grievant in an effort to resolve the grievance. The Building Principal or Supervisor shall indicate her disposition of the grievance, in writing within five (5) days of such meeting, and shall furnish a copy thereof to the grievant and the Exclusive Representative.

Section 8. If the grievant is not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) working days of such meeting (or ten (10) working days from the date of filing, whichever shall be later) the grievance may be appealed to the Superintendent, provided such appeal is made in writing with ten (10) calendar days of receipt of the decision. Within seven (7) working days, the Superintendent or his/her designee shall meet with the grievant on the grievance and shall indicate his/her disposition of the grievance in writing within five (5) working days of such meeting and shall furnish a copy thereof to the grievant and the Exclusive Representative

Section 9. If the grievant is not satisfied with the disposition of the grievance by the Superintendent or her/his designee, or if no disposition has been made within five (5) working days of such meeting (or ten (10) working days from the date of filing, whichever shall be later) the grievance may be appealed to the Board by filing a written copy thereof with the clerk or other designee of the Board, provided such appeal is made in writing within ten (10) calendar days of receipt of the decision. Disposition of the grievance in writing by the Board shall be made no later than the next regular board meeting or twenty (20) calendar days, whichever is later. A copy of such disposition shall be furnished to the grievant and the Association.

Section 10. If the grievant is not satisfied with the disposition of the grievance by the School Board, or if no disposition has been made within the period above provided, the grievance may be submitted to arbitration before an impartial arbitrator. A request to submit a grievance to arbitration must be in writing signed by the aggrieved party or the Exclusive Representative., and such request must be filed with the Superintendent within ten (10) working days following the decision of the School Board.

Section 11. Upon the proper submission of the grievance under the terms of this procedure, the parties shall, within ten days after the request to arbitrate, attempt to agree upon the selection of any arbitrator. If no agreement on an arbitrator is reached, either party may request the Bureau of Mediation Services (“BMS”) to appoint an arbitrator, pursuant to current MINN. STAT., providing such request is made within thirty days after request for arbitration. The request shall ask that the appointment be made within thirty days after the receipt of said request. Failure to request an arbitrator from the Bureau of Mediation Services (“BMS”) with the time periods provided herein shall constitute a waiver of the grievance.

Section 12. The arbitrator shall have no power to alter, add to or subtract from the terms of this Contract.

Section 13. The fees and expenses of the arbitrator shall be shared equally by the parties. Any transcription costs at any step in the procedure shall be paid for by the party making that request.

Section 14. No grievance shall be considered by the arbitrator, which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

Section 15. No reprisals of any kind will be taken by the Board or the school administration against any employee because of her/his participation in the grievance procedure.

ARTICLE XVI PUBLIC OBLIGATION

The parties mutually recognize that their first obligation is to the public and that the right of students and residents of the School District to the continuous and uninterrupted operation of the school is of paramount importance.

ARTICLE XVII DURATION

Section 1. Terms and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing on July 1, 2024 2026 through June 30, 2026 2028, and thereafter until modifications are made pursuant to the P.E.L.R.A. If either party desires to modify or amend this Agreement commencing at its expiration, they shall give written notice of such intent pursuant to P.E.L.R.A. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School District and the exclusive representative representing the employees. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

Section 3. Finality: Any matters relating to the terms and conditions of employment, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement.

Subd. 1. Pay Equity Compliance: The parties agree to meet and discuss if needed for the sole purpose of negotiating necessary changes to put the School District in compliance with the Minnesota Pay Equity Statute. Only areas requiring modification for compliance purposes, as identified by the Department of Employee Relations, will be open for negotiations.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstance is held invalid, it shall not affect any other provisions of this Agreement or the application of any provisions thereof.

Section 5. Copies of Agreement: The School District shall provide a copy of the Agreement to all employees. This copy will be emailed to all employees and available on the schools website. Two copies shall be provided to the exclusive representative for its use. The Windom Education Support Professionals shall be charged for any additional copies.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

FOR:

FOR:

WINDOM EDUCATION SUPPORT
PROFESSIONALS – CUSTODIANS,
FOOD SERVICE AND **SECRETARIES**
OFFICE PROFESSIONALS

INDEPENDENT SCHOOL
DISTRICT NO. 177

Custodial Negotiator

Chairman

Food Service Negotiator

Clerk

~~Secretarial~~ **Office Professional** _____
Negotiator

Dated this ____ day of _____ **2024 2026**

Dated this ____ day of _____ **2024 2026**

Schedule A

Wages

Secretaries 2024-2025 Salary Per Hour

1	2	3	4	5	6	10	15	20	25
\$ 18.50	\$ 19.12	\$ 19.41	\$ 19.74	\$ 19.99	\$ 20.28	\$ 20.93	\$ 21.03	\$ 21.13	\$ 21.38

Secretaries 2025-2026 Salary Per Hour

1	2	3	4	5	6	10	15	20	25
\$ 18.81	\$ 19.44	\$ 19.73	\$ 20.07	\$ 20.32	\$ 20.62	\$ 21.28	\$ 21.38	\$ 21.48	\$ 21.74

Custodian 2024-2025 Salary Per Hour

RESPONSIBILITY/SHIFT	START	1	2	3	4	5	10	15	20	25
REGULAR RATE (DAY)	\$ 17.56	\$ 18.46	\$ 18.95	\$ 19.17	\$ 19.40	\$ 19.59	\$ 20.29	\$ 20.49	\$ 20.74	\$ 20.99
NIGHT	\$ 17.86	\$ 18.76	\$ 19.25	\$ 19.47	\$ 19.70	\$ 19.89	\$ 20.59	\$ 20.79	\$ 21.04	\$ 21.29
ADVANCED	\$ 17.96	\$ 18.86	\$ 19.35	\$ 19.57	\$ 19.80	\$ 19.99	\$ 20.69	\$ 20.89	\$ 21.14	\$ 21.39
HEAD OR LEAD	\$ 18.26	\$ 19.16	\$ 19.65	\$ 19.87	\$ 20.10	\$ 20.29	\$ 20.99	\$ 21.19	\$ 21.44	\$ 21.69

Custodian 2025-2026 Salary Per Hour

RESPONSIBILITY/SHIFT	START	1	2	3	4	5	10	15	20	25
REGULAR RATE (DAY)	\$ 17.85	\$ 18.77	\$ 19.27	\$ 19.49	\$ 19.72	\$ 19.92	\$ 20.63	\$ 20.83	\$ 21.08	\$ 21.33
NIGHT	\$ 18.15	\$ 19.07	\$ 19.57	\$ 19.79	\$ 20.02	\$ 20.22	\$ 20.93	\$ 21.13	\$ 21.38	\$ 21.63
ADVANCED	\$ 18.25	\$ 19.17	\$ 19.67	\$ 19.89	\$ 20.12	\$ 20.32	\$ 21.03	\$ 21.23	\$ 21.48	\$ 21.73
HEAD OR LEAD	\$ 18.55	\$ 19.47	\$ 19.97	\$ 20.19	\$ 20.42	\$ 20.62	\$ 21.33	\$ 21.53	\$ 21.78	\$ 22.03

Food Service 2024-2025 Salary Per Hour

CLASS	1	2	3	4	6	10	15	20	25
COOK MANAGER	\$ 18.21	\$ 19.33	\$ 19.96	\$ 20.75	\$ 20.85	\$ 21.50	\$ 21.60	\$ 21.70	\$ 21.95
BAKER/COOK ASST	\$ 17.32	\$ 18.24	\$ 18.78	\$ 19.43	\$ 19.53	\$ 20.18	\$ 20.29	\$ 20.39	\$ 20.64
LUNCHROOM MANAGER	\$ 17.22	\$ 18.15	\$ 18.80	\$ 19.60	\$ 19.71	\$ 20.36	\$ 20.46	\$ 20.56	\$ 20.81
GENERAL COOK ASSISTANT	\$ 16.95	\$ 17.89	\$ 18.31	\$ 18.75	\$ 18.85	\$ 19.50	\$ 19.61	\$ 19.71	\$ 19.96
COOKS ASSISTANT	\$ 16.79	\$ 17.73	\$ 17.94	\$ 18.15	\$ 18.25	\$ 18.91	\$ 19.01	\$ 19.11	\$ 19.36
CAFETERIA HELPER	\$ 16.25	\$ 17.19	\$ 17.40	\$ 17.61	\$ 17.72	\$ 18.37	\$ 18.47	\$ 18.57	\$ 18.82

Food Service 2025-2026 Salary Per Hour

CLASS	1	2	3	4	6	10	15	20	25
COOK MANAGER	\$ 18.51	\$ 19.65	\$ 20.29	\$ 21.10	\$ 21.20	\$ 21.86	\$ 21.96	\$ 22.06	\$ 22.31
BAKER/COOK ASST	\$ 17.61	\$ 18.54	\$ 19.09	\$ 19.75	\$ 19.86	\$ 20.52	\$ 20.63	\$ 20.73	\$ 20.98
LUNCHROOM MANAGER	\$ 17.51	\$ 18.45	\$ 19.11	\$ 19.93	\$ 20.04	\$ 20.70	\$ 20.80	\$ 20.90	\$ 21.15
GENERAL COOK ASSISTANT	\$ 17.23	\$ 18.19	\$ 18.62	\$ 19.06	\$ 19.16	\$ 19.83	\$ 19.94	\$ 20.04	\$ 20.29
COOKS ASSISTANT	\$ 17.07	\$ 18.03	\$ 18.24	\$ 18.45	\$ 18.55	\$ 19.23	\$ 19.33	\$ 19.43	\$ 19.68
CAFETERIA HELPER	\$ 16.52	\$ 17.48	\$ 17.69	\$ 17.90	\$ 18.02	\$ 18.68	\$ 18.78	\$ 18.88	\$ 19.13

Corrected 01/30/2025

Office Professional 2026-2027 Salary Per Hour									
1	2	3	4	5	6	10	15	20	25
\$ 19.40	\$ 20.03	\$ 20.32	\$ 20.66	\$ 20.91	\$ 21.21	\$ 21.87	\$ 21.97	\$ 22.07	\$ 22.33

Office Professional 2027-2028 Salary Per Hour									
1	2	3	4	5	6	10	15	20	25
\$ 19.79	\$ 20.43	\$ 20.73	\$ 21.07	\$ 21.33	\$ 21.63	\$ 22.31	\$ 22.41	\$ 22.51	\$ 22.78

	Custodian 2026-2027 Salary Per Hour									
RESPONSIBILITY/SHIFT	START	1	2	3	4	5	10	15	20	25
REGULAR RATE (DAY)	\$ 18.94	\$ 19.36	\$ 19.86	\$ 20.08	\$ 20.31	\$ 20.51	\$ 21.22	\$ 21.42	\$ 21.67	\$ 21.92
NIGHT	\$ 19.24	\$ 19.66	\$ 20.16	\$ 20.38	\$ 20.61	\$ 20.81	\$ 21.52	\$ 21.72	\$ 21.97	\$ 22.22
ADVANCED	\$ 19.34	\$ 19.76	\$ 20.26	\$ 20.48	\$ 20.71	\$ 20.91	\$ 21.62	\$ 21.82	\$ 22.07	\$ 22.32
HEAD OR LEAD	\$ 19.64	\$ 20.06	\$ 20.56	\$ 20.78	\$ 21.01	\$ 21.21	\$ 21.92	\$ 22.12	\$ 22.37	\$ 22.62

	Custodian 2027-2028 Salary Per Hour									
RESPONSIBILITY/SHIFT	START	1	2	3	4	5	10	15	20	25
REGULAR RATE (DAY)	\$ 19.32	\$ 19.75	\$ 20.26	\$ 20.48	\$ 20.72	\$ 20.92	\$ 21.64	\$ 21.85	\$ 22.10	\$ 22.36
NIGHT	\$ 19.62	\$ 20.05	\$ 20.56	\$ 20.78	\$ 21.02	\$ 21.22	\$ 21.94	\$ 22.15	\$ 22.40	\$ 22.66
ADVANCED	\$ 19.72	\$ 20.15	\$ 20.66	\$ 20.88	\$ 21.12	\$ 21.32	\$ 22.04	\$ 22.25	\$ 22.50	\$ 22.76
HEAD OR LEAD	\$ 20.02	\$ 20.45	\$ 20.96	\$ 21.18	\$ 21.42	\$ 21.62	\$ 22.34	\$ 22.55	\$ 22.80	\$ 23.06

Food Service 2026-2027 Salary Per Hour									
CLASS	1	2	3	4	6	10	15	20	25
COOK MANAGER	\$ 19.10	\$ 20.24	\$ 20.88	\$ 21.69	\$ 21.79	\$ 22.45	\$ 22.55	\$ 22.65	\$ 22.90
BAKER/COOK ASST	\$ 18.20	\$ 19.13	\$ 19.68	\$ 20.34	\$ 20.45	\$ 21.11	\$ 21.21	\$ 21.31	\$ 21.56
LUNCHROOM MANAGER	\$ 18.10	\$ 19.04	\$ 19.70	\$ 20.52	\$ 20.63	\$ 21.29	\$ 21.39	\$ 21.49	\$ 21.74
GENERAL COOK ASSISTANT	\$ 17.82	\$ 18.78	\$ 19.21	\$ 19.65	\$ 19.75	\$ 20.42	\$ 20.52	\$ 20.62	\$ 20.87
COOKS ASSISTANT	\$ 17.66	\$ 18.62	\$ 18.83	\$ 19.04	\$ 19.14	\$ 19.82	\$ 19.92	\$ 20.02	\$ 20.27
CAFETERIA HELPER	\$ 17.11	\$ 18.07	\$ 18.28	\$ 18.49	\$ 18.61	\$ 19.27	\$ 19.37	\$ 19.47	\$ 19.72

Food Service 2027-2028 Salary Per Hour									
CLASS	1	2	3	4	6	10	15	20	25
COOK MANAGER	\$ 19.48	\$ 20.64	\$ 21.30	\$ 22.12	\$ 22.23	\$ 22.90	\$ 23.00	\$ 23.10	\$ 23.35
BAKER/COOK ASST	\$ 18.56	\$ 19.51	\$ 20.07	\$ 20.75	\$ 20.86	\$ 21.53	\$ 21.63	\$ 21.73	\$ 21.98
LUNCHROOM MANAGER	\$ 18.46	\$ 19.42	\$ 20.09	\$ 20.93	\$ 21.04	\$ 21.72	\$ 21.82	\$ 21.92	\$ 22.17
GENERAL COOK ASSISTANT	\$ 18.18	\$ 19.16	\$ 19.59	\$ 20.04	\$ 20.15	\$ 20.83	\$ 20.93	\$ 21.03	\$ 21.28
COOKS ASSISTANT	\$ 18.01	\$ 18.99	\$ 19.21	\$ 19.42	\$ 19.52	\$ 20.22	\$ 20.32	\$ 20.42	\$ 20.67
CAFETERIA HELPER	\$ 17.45	\$ 18.43	\$ 18.65	\$ 18.86	\$ 18.98	\$ 19.66	\$ 19.76	\$ 19.86	\$ 20.11

AGREEMENT

between

**INDEPENDENT SCHOOL DISTRICT NO. 177
WINDOM, MINNESOTA**

and

WINDOM EDUCATION SUPPORT PROFESSIONALS

representing

**CUSTODIAL, FOOD SERVICE, AND OFFICE PROFESSIONAL
EMPLOYEES**

Effective July 1, 2026 through June 30, 2028

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ARTICLE I PURPOSE

Section 1. Parties: This Agreement is entered into between Independent School District No. 177, Windom, Minnesota, hereinafter referred to as the School District, and the Windom Education Support Professionals, hereinafter referred to as exclusive representative, pursuant to and in compliance with the Public Employment Labor Relations Act of 1971 as amended, hereinafter referred to as the P.E.L.R.A., to provide the terms and conditions of employment for Custodial, Food Service, and Office Professional Employees.

ARTICLE II RECOGNITION OF EXCLUSIVE REPRESENTATIVE

Section 1. Recognition: In accordance with the P.E.L.R.A., the School District recognizes the Windom Education Support Professionals as the exclusive representative for Custodial, Food Service, and Office Professional Employees, excluding the District Office Staff, employed by the School District, which exclusive representative shall have those rights and duties as prescribed by the P.E.L.R.A., and as described in the provisions of this Agreement.

Section 2. Appropriate Unit: The exclusive representative shall represent all such employees of the District contained in the appropriate unit as defined in Article III, Section 2 of this Agreement and the P.E.L.R.A. and in certification by the Director of Mediation Services on May 2nd, 2024 via BMS Case No. 24PRE1753.

ARTICLE III DEFINITIONS

Section 1. Terms and Conditions of Employment: Terms and conditions of employment shall mean the hours of employment, the compensation therefore including fringe benefits except retirement contributions or benefit, and the employer's personnel policies affecting the working conditions of the employees.

Section 2. Description of Appropriate/Bargaining Unit: For purposes of this Agreement the term "Custodial, Food Service, and Office Professional Employee" shall mean an employee within the appropriate bargaining unit employed by the School District in such classification excluding the following: confidential employees, supervisory employees, essential employees, part-time employees whose services do not exceed the lesser of 14 hours per week or 35% of the normal work week in the employees' bargaining unit, employees who hold positions of a temporary or seasonal character for a period not in excess of 67 working days (as detailed in Article III, Section 4), emergency employees, the district office staff and such other employees excluded by law.

Subd. 1. Food Service Normal Work Week Defined: For the purposes of this Agreement, the normal work week is twenty-two and one half (22 1/2) hours for Food Service employees. Thirty-five percent of the normal work week is eight (8) hours.

Section 3. School District: For purposes of administering this Agreement, the term "School District" shall mean the Board of Education or its designated representative.

Section 4. Day: For the purpose of administering this agreement, Day is defined as the number of regularly scheduled hours for a given employee.

Section 5 Full-time Employees: A regular workweek for full-time employees shall consist of 40 hours, exclusive of meal period. Employees working less than such regular workweek shall not be considered full-time.

Section 6. Permanent Part-time Employees: A permanent part-time employee is an employee who works a regular schedule of less than 8 hours per day 5 days per week.

Section 7. Temporary/Casual Employees: The School District reserves the right to employ such personnel as it deems desirable or necessary on a temporary or casual basis.

Section 8. Other Terms: Terms not defined in this Agreement shall have those meanings as defined by the P.E.L.R.A.

ARTICLE IV SCHOOL BOARD RIGHTS

Section 1. Inherent Managerial Rights: The exclusive representative recognizes that the School Board is not required to meet and negotiate on matters of inherent managerial policy, which include but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure and selection and director and number of personnel.

Section 2. Management Responsibilities: The exclusive representative recognizes the right and obligation of the Board of Education to efficiently manage and conduct the operation of the School District within its legal limitations and with its primary obligation to provide educational opportunity for the students of the School District.

Section 3. Effect of Laws, Rules and Regulations: The exclusive representative recognizes that all employees covered by this Agreement shall perform the services and duties prescribed by the Board of Education and shall be governed by the laws of the State of Minnesota, and by Board of Education rules, regulations, directives and orders, issued by properly designated officials of the School District. The exclusive representative also recognizes the right, obligation and duty of the Board of Education and its duly designated officials to promulgate rules, regulations, directives and orders from time to time as deemed necessary by the Board of Education insofar as such rules, regulations, directives and orders are not inconsistent with the terms of this Agreement and recognizes that the Board of Education, all employees covered by this Agreement, and all provisions of this Agreement are subject to the laws of the State. Any provision of this Agreement found to be in violation of any such laws, rules, regulations, directives or orders shall be null and void and without force and effect.

Section 4. Reservation of Managerial Rights: The foregoing enumeration of rights and duties shall not be deemed to exclude other inherent management rights and management functions not expressly reviewed herein, and all management rights and management functions not expressly delegated in this Agreement are reserved to the School District.

ARTICLE V EMPLOYEE RIGHTS

Section 1. Right to Views: Nothing contained in this Agreement shall be construed to limit, impair or affect the right of any employee or her/his representative to the expression or communication of a view, grievance, complaint or opinion on any matter related to the conditions or compensation of public employment or her/his betterment, so long as the same is not designed to and does not interfere with the full, faithful and proper performance of the duties of employment or circumvent the rights of the exclusive representative, if there be one; nor shall it be construed to require any public employee to perform labor or services against her/his will. Failure to perform labor or services unless such tasks are illegal or endanger the employee or others, may be grounds for discipline.

Section 2. Right to Join: Employees shall have the right to form and join labor or employee organizations, and shall have the right not to form and join such organizations. Employees in an appropriate unit shall have the right by secret ballot to designate an exclusive representative for the purpose of negotiating grievance procedures and the terms and conditions of employment for employees of such unit with the School District.

Section 3. Request for Dues Check Off: The exclusive representative shall be allowed dues check off for its members, provided that dues check off and proceeds thereof shall not be allowed to any exclusive representative that has lost its rights to dues check off. Upon receipt of a properly executed authorization card of the employee involved, the School District will deduct from the employee's paycheck the dues that the employee has agreed to pay to the employee organization in nine equal installments, beginning no earlier than October 15th and the district will continue collecting dues from year-to-year until it receives notification of a valid revocation from the local. All dues information must be received by the payroll office by the 6th of each month.

Section 4. Financial Information: The School District shall provide, upon request of the exclusive representative, information pertaining to the School District's budget, both present fiscal year and proposed fiscal years' revenues and other financial information. The exclusive representative shall indicate in writing which financial information it is requesting. All costs of duplication of the information shall be borne by the exclusive representative.

Section 5. Personnel File: Any employee shall have the right to inspect her/his personnel file during regular business hours. The employee may be accompanied by a representative of her/his choice, may reproduce contents of the file, at their own expense, and may attach a statement of explanation or rebuttal to any information contained in the file. No material shall be kept in the employee personnel file without a copy being provided to the employee within ten (10) days of its receipts or creation by the District.

ARTICLE VI RATES OF PAY

Section 1. Rates of Pay:

Subd. 1. The wages and salaries reflected in Schedule A attached hereto, shall be a part of the Agreement for the period commencing July 1, 2026 through June 30, 2028.

For any new hires and employees who do not work during the summer months and do not receive a paycheck in the month of August, any hours worked from September 1st to the 10th of the month will be paid prior to September 30th. Hours worked from September 11th to the 30th will be paid on the normal October 20th payroll. For any new hires who start during the school year will then have any hours worked from the 1st to the 10th of the month paid prior to the last day of the month. All future paychecks will be on the regular 20th of the month payroll.

Subd. 2. Employees who have not reached the top salary level will be eligible for salary level increases on July 1 of each year providing they have been continuously employed in the bargaining unit for the preceding six months.

Subd. 3. New employees shall be paid at the entry level rate as indicated on the attached schedules. When circumstances require, the superintendent may allow a new employee to be paid at a higher rate of step/pay.

Subd. 4. The District will determine what the minimum staffing levels are at each building to determine when substitutes will be called.

Subd. 5. Regular food service employees who are substituting for an absent food service employee earning a higher rate of pay for three (3) consecutive days or more, shall receive that higher rate of pay. This pay adjustment shall be retroactive to the first day of the assignment. The employee must notify the payroll office within 30 calendar days to receive the wage adjustment.

Section 2. Overtime: Time and one-half the employee's regular hourly rate shall be paid for all hours worked over eight hours per day or forty hours per week. For these purposes, sick leave and holidays are considered hours worked, but vacation and personal leave are not. Please refer to Article IX, Hours of Service, Section 7 Work Day and Work Week, Paragraph 2.

Section 3. Sunday and Holiday Work: Custodians and Food Service. All authorized work on Sundays and Holidays will be compensated at two (2) times the regular hourly rate of pay.

Section 4. Kitchen Utilization: Any utilization of the kitchen by an outside group or activity requires a food service employee to be present. Opportunities will be offered on a rotational basis by seniority. Notice of work will be posted.

Section 5. Mileage: Employees who are required to use their personal vehicles when performing their job duties, or who are required to commute between buildings, will be reimbursed at the IRS rate, authorized in advance by the their supervisor.

Section 6. Licensure Renewal: Because the school district requires all custodial staff to maintain a current Class C or higher boiler license, the district will pay the annual renewal fee, up to a maximum of \$50.00 for each custodian.

Section 7. Responsibility and Shift Differentials: The following differentials will be paid above the regular rate (day) of pay.

All shifts starting at 11:00 am or later (night)	\$.30/hour
Advanced Custodian	\$.40/hour
Head or Lead Custodian	\$.70/hour
Split Shift Differential	\$1.00/hour

Custodians will receive only one of the above shift differentials, that being the largest amount appropriate to their job assignment.

If the District directs a change in shift starting time during a non-student day(s) or to provide coverage for absent head/lead position, night custodians will retain their shift differential rate of pay.

Section 8. Call Back: Custodians called back to work by their supervisor or emergency personnel outside their scheduled hours shall be compensated for all time worked, with a minimum of two (2) hours of pay.

Section 9. Building Checks: Custodians will be compensated at two (2) times their regular hourly rate for all hours worked when performing Sunday, and Holiday building checks and one and one half (1 1/2) times their regular hourly rate for all hours worked when performing Saturday building checks. Only qualified custodians, on a voluntary basis, will conduct building checks as approved in advance by the Building and Grounds Supervisor or his/her designee. If no volunteers, it will be assigned on a rotating basis. The need for building checks will be at the discretion of the District. Custodians conducting building checks during their regularly scheduled hours as part of their regular work assignment shall only receive their regular rate of pay.

Section 10. Matching Deferred Compensation Plan:

Subd. 1. Matching deferred compensation is available to all regular employees covered by this Agreement. The District will match contributions as outlined below for all employees who work half time or more in their classification not to exceed a total contribution of \$30,000. Part-time employees who work less than fifty percent (50%) of the full time equivalent in their classification shall be eligible to participate on a prorated basis to the percentage of time they are employed.

Years of Service	Yearly dollar match by the District
0 - 2 years	\$0
3 - 5 years	\$415
6-10 years	\$815
11- 15 years	\$1,115
16 plus years	\$1,400

Subd. 2. Participants must designate the carrier and the amount of the matched annuity by September 1 and March 1, to establish or make any changes in carrier and amount. The employees must complete a salary reduction authorization prior to any authorization/agreement for tax-sheltered annuity purposes may be made in any fiscal year. Changes will be allowed by contacting the District Office.

All vendors must be listed in the “Plan Document” as approved investment providers prior to receiving any funds. The list of these vendors is available from the School District. Any contributions, rollovers, loans, distributions, hardship withdrawals, transfers, and plan administration must follow the “Plan Document” and the third-party administrator’s policies.

Subd. 3. Employees on an unpaid leave of absence for more than thirty (30) days shall not be eligible to receive the District’s contribution toward the match in the Matching Deferred Compensation Plan. The Districts contribution towards match shall resume once the employee reports back to duty.

Subd. 4. This program shall be subject to the current Minnesota statute and all IRS regulations.

Section 11. Custodial Payroll Option: Employees will be paid over a twelve (12) month period, payable monthly. Hourly personnel (full time) will be paid their normal rate of pay times the hours in the year (rate of pay times 2,080 hours). Overtime hours will be paid in the ensuing month after working the hours of overtime.

Section 12. Shoe Allowance: The School district will reimburse up to a maximum of One Hundred Twenty-Five Dollars (\$125) per fiscal year for work-related shoes for each custodial and food service employee, upon successful completion of the probationary period. An itemized receipt must be turned into the Business Office no later than May 31 of each fiscal year and the purchase must have been made from July 1 to May 31 of that fiscal year. Reimbursement will occur on the employee’s payroll check and employee must be an active custodial or food service employee to receive reimbursement. This does not apply to any substitutes. The shoe allowance payment will be prorated for employees who do not complete a full year of employment.

ARTICLE VII LEAVES OF ABSENCE

Section 1. Sick and Safe Leave:

Subd. 1. All Employees shall earn sick leave at the rate of one day (one day equals the number of regularly scheduled hours for that employee) for each month of service in the employ of the School District. Annual sick leave shall accrue monthly as it is earned on a proportionate basis to the employee's work year. One day shall be equivalent to the normal standard work day of the employee based in hours.

Subd. 2. Unused sick leave days may accumulate to a maximum credit of 140 days of sick leave per employee.

Subd. 3. Sick leave with pay shall be allowed whenever an employee's absence is found to have been due to illness, which prevented her/his attendance and performance of duties on that day or days. An employee may use his/her accumulated sick leave and the school board limits use as permissible as all state statutes will be followed. Sick leave pay shall be approved once entered into Absence Management or any electronic system provided by the district prior to the absence.

Subd. 4. Sick leave with pay may also be granted to the employee due to the serious illness of a member of the immediate family when such illness requires the presence of the employee. Immediate family shall be defined as spouse or registered domestic partner, children, parents, spouse's parents, siblings, brother-in-law, sister-in-law, daughter-in-law, son-in-law, grandparents of employee, grandchildren, aunts and uncles. Leaves in excess of three consecutive days will require medical certificate as indicated in Subd. 5, except in the case of minor children pursuant to state statute.

Subd. 5. The School District may require an employee to furnish a medical certificate from a qualified physician as evidence of illness, indicating such absence was due to illness, in order to qualify for sick leave pay. However, the final determination as to eligibility of an employee for sick leave is reserved to the School District. In the event that a medical certificate will be required, the employee will be so advised.

The School Board or its designee may require that the employee undergo a physical examination by the licensed physician designated by the Superintendent. Such physician's opinion shall be determined as to the period of disability. The cost of such physical examination shall be borne by the School District.

Subd. 6. Sick leave allowed shall be deducted from the accrued sick leave days earned by the employee.

Subd. 7. Sick leave pay shall be equivalent to the employee's regular hourly wage rate for the regularly scheduled hours of work missed due to illness (as defined in Subd. 5) and shall not exceed 8 hours of pay for each day, or portion thereof, granted. Leave in

excess of three consecutive days must be approved by the superintendent, or his/her designee.

Subd. 8. Reduced Hours and Unused Sick Leave Accumulation Maximums: If an employee's regular hours are reduced and their unused sick leave exceeds the new maximum number of hours allowed, no hours of unused sick leave already accumulated will be deducted from the employee's unused sick leave balance. Once the level of unused sick leave accumulation falls below the new maximum allowed, new hours of unused sick leave will begin to accumulate the next pay period.

Section 2. Workers Compensation:

Subd. 1. Upon the request of an employee who is absent from work as a result of a compensable injury incurred in the service of the School District, under the provisions of the Workers Compensation Act, the School District will pay the difference between the compensation received pursuant to the Workers Compensation Act by the employee and the employee's regular rate of pay to the extent of the employee's earned accrual of sick leave and/or vacation pay.

Subd. 2. A deduction shall be made from the employee's accumulated vacation or sick leave accrual time according to the pro rata portions of days of sick leave or vacation time which is used to supplement Workers Compensation.

Subd. 3. Such payment shall be paid by the School District to the employee during the period of disability.

Subd. 4. In no event shall the additional compensation paid to the employee by virtue of sick leave or vacation pay result in the payment of a total daily, weekly, or monthly compensation that exceeds the normal compensation of the employee.

Subd. 5. An employee who is absent from work as a result of an injury compensable under the Workers Compensation Act shall submit her/his Workers Compensation check, endorsed to the School District, prior to receiving payment from the School District for her/his absence.

Section 3. Jury Duty: Employees who serve as jurors shall do so without loss of salary. However, any per diem, excluding mileage or other reimbursed expenses received for such jury service, shall be paid to the School District.

Section 4. Paid Personal Leave:

Subd. 1. A 9-Month Food Service Employee may be granted personal leave at the discretion of the School District per the chart below:

# of Years Completed	# of Personal Days
0-4	3
5-9	4
10-19	5
20 or more	6

(one day equals the number of regularly scheduled hours for that employee) per year, which can be carried over to the next school year for a maximum of six (6) days that can be used for personal leave, for situations that arise requiring the employee's emergency attention, which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement.

Subd. 2. Custodians may be granted personal leave at the discretion of the School District of no more than three days (24 hours) per year, non-accumulative, for situations that arise requiring the employee's attention which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement. Part-time custodians may be granted paid personal leave on a pro-rate basis.

1. Any custodian hired or transferred into the department after July 1, 2018 shall not be eligible for personal leave.

Subd. 3. A 12-month office professional may be granted personal leave at the discretion of the School District of no more than five (5) days per year, which can be carried over to the next school year for a maximum of six (6) days that can be used for personal leave, for situations that arise requiring the employee's attention which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement.

1. Any 12-month office professional hired, changed from 9 or 10 month to 12 month status or transferred into the department after July 1, 2018 shall not be eligible for personal leave.

Subd. 4. A 10-month office professional may be granted personal leave based on the chart below. One personal leave day may be carried over to the following year. Personal leave is for situations that arise requiring the employee's attention which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement.

# of Years Completed	# of Personal Days	Maximum Days Allowed for Carryover
0	5	1
1 - 4	7	1
5 - 9	9	1
10 - 14	10	1
15 or more	11	1

Subd. 5. A school year 9 month office professional employee may be granted personal leave at the discretion of the School District of no more than three (3) days per year, which can be carried over to the next school year for a maximum of four (4) days that can be used for personal leave, for situations that arise requiring the employee's attention which cannot be attended to outside of the employee's duty day, and which are not covered under other provisions of this Agreement.

Subd. 6. Request for personal leave must be in Absence Management or any electronic system provided by the district at least three (3) days in advance, except in the event of an emergency. The School District reserves the right to refuse to grant such leave. All leaves must have prior approval.

Subd. 7. A personal leave day may be granted for the day preceding or the day following holidays or vacations, with prior approval of the supervisor.

Subd. 8. The district will allow up to 3 unpaid personal leave days per year for food service and office professional employees. Total maximum of paid or unpaid personal leave days is not to exceed 6 days for food service employees. Any additional unpaid personal leave days needed for emergency situations will be approved by the superintendent on a case by case situation. These unpaid personal leave days are non-cumulative.

Subd. 9. The District will reimburse any eligible employee for up to two (2) unused personal leave days each year at the employee's daily rate of pay. The employee's daily rate of pay will be determined based on the employee's average regularly scheduled daily hours multiplied by the employee's regular hourly rate of pay. The district must be notified by May 15 of each year if the employee plans to receive this payment. The union will submit the list to the Business Office for payment listing the employee's name and number of personal day(s), up to two (2), for which the employee wishes to receive payment for.

Section 5. Bereavement Leave: Up to five (5) days of bereavement leave, deductible from accumulated sick, personal or vacation leave (if available), may be taken after approval by the Superintendent to attend the funeral of member of the immediate family, including spouse or registered domestic partner, children, parents, grandparents, grandchildren, brothers, sisters,

father-in-law, mother-in-law, brother-in-law, sister-in-law, daughter-in-law, son-in-law, spouse's grandparents, aunts, and uncles. An additional one (1) day per year shall be allowed in the event of a death not covered by the definitions above, deductible from accumulated sick, personal or vacation leave (if available). Unpaid bereavement leave for any other individual with whom there was a close relationship may be granted through prior approval by the Superintendent. Individuals requesting the approval of bereavement leave shall submit such request in writing to the Superintendent. Any leave for this purpose beyond five days must be approved by the Superintendent and will be evaluated on a case by case basis.

Section 6. Exclusive Representative Leave:

Subd 1. Exclusive representative leave will be granted to the exclusive representative for three (3) days (one day equals the number of regularly scheduled hours for that employee) without deduction in any school year for the purpose of conducting organizational business.

Subd. 2. The exclusive representative must notify the Superintendent or his/her designated representative at least five (5) days prior to the use of such leave.

Section 7. Leave of Absence: Employees may be granted a leave of absence of up to one year without pay at the discretion of the Board of Education.

Section 8. Miscellaneous Leave Provisions:

Subd. 1. Generally, employees will be notified of the granting or denial of leaves within three (3) days after the leave request was submitted.

Subd. 2. All decisions to grant or deny leave requests may be appealed to the Superintendent.

Section 9. Family and Medical Leave: In accordance with the Family Medical Leave Act of 1993, (FMLA), as amended, employees shall be eligible for twelve (12) work weeks of leave in a twelve (12) month period under the following conditions:

1. Birth of a child or the placement of a child for adoption or foster care;
2. To care for a family member (child, spouse or parent) with a serious health condition;
or
3. An employee's own serious health condition that prevents the employee from doing his/her job.

Subd. 1. An employee may take this leave on an intermittent basis rather than all at once, or the employee may work a part-time schedule.

Subd. 2. All health insurance benefits shall be maintained while an employee is on this leave with the District and employee continuing their contribution requirements towards the premiums. This right to continue participation in such insurance programs will

terminate if the employee does not return to the District pursuant to this Section. If the employee terminates their employment in the District, the employee shall have all rights to continue insurance benefits under C.O.B.R.A. laws.

Subd. 3. Employee's shall provide the District with a thirty (30) calendar day notice of any foreseeable leaves under this Section. If a medical emergency prevents an employee from giving the thirty (30) calendar day notice, a notice is required as soon as practical.

Subd. 4. Employee's shall provide the District with verification or certification of qualifying condition or need for leave, when requested, by a health care provider/agency.

Subd. 5. Employee's shall have the right to return to the same position or an equivalent position, with equivalent pay, benefits and working conditions at the conclusion of the leave. Employees who passed their probationary period, they shall retain all seniority benefits while on leave. Employee's still in their probationary period at the commencement of leave, shall not have actual leave time count towards the probationary period requirement.

Subd. 6. Employees shall be allowed to use any accumulated sick, vacation or personal time to offset any unpaid leave with paid leave.

Subd. 7. Failure of the employee to return pursuant to the date determined as the end of their leave shall constitute a resignation of the employee's position in the District.

Subd. 8. An employee may be allowed additional unpaid leave, not to exceed twelve (12) months, provided the employee follow the procedure outlined in this section.

Subd. 9. Eligibility: To be eligible for the benefits of this section, an employee must have been employed by the School District for the previous 12 months and must have been employed for at least 1,250 hours during such 12-month period.

Section 10. Voting Leave: This leave will be granted pursuant to current Minnesota statute.

Subd. 1: The District must also provide an employee paid time off to serve as an election judge, provided the employee gives the District at least twenty (20) days advance written notice. The District may reduce the employee's pay by the amount the employee is paid to serve as an election judge.

Section 11. Good Attendance Incentive:

Subd. 1. Any employee who has used Sick Leave, Worker's Compensation, Personal Leave, Bereavement Leave, Exclusive Representative Leave, Leave of Absence, Miscellaneous Leave, Family and Medical Leave and Leave Without Pay will receive at the end of the school year the following stipend:

0 hours/days* = \$400
1-3 days* or less = \$300
4 days* or less = \$200
5 days* or less = \$100

*Days above are based on the hours per day listed on the seniority list.

Hired between July 1 and October 31 gets full amount
Hired between Nov 1 and December 31 gets 75%
Hired between Jan 1 and February 28 get 50%
Hired after March 1 and April 30 get 25%
Hired after May 1 not eligible

Subd. 2. Personal leave days used for Bad Weather School Closing Days, as stated in Article IX, Section 7, Jury Duty Leave, as stated in Article VII, Section 3 and Voting Leave as stated in Article VII, Section 10 will not apply to the days listed above. Any other leaves not listed in Subd. 1 above will be counted as an absence.

Subd. 3. The calculation of hours/days used shall be the time between the first in-service/staff development day at the start of the school year and the last in-service/staff development day at the end of the school year.

Section 12. Minnesota Paid Leave

All state statutes will be followed. Refer to Employee handbook for more information.

ARTICLE VIII GROUP INSURANCE

Section 1. Selection of Carrier: The selection of the insurance carrier and policy shall be made by the School District as provided by law.

Subd. 1. Any recommendations from the School District's Insurance Committee regarding health insurance plan changes (change in aggregate value) does not need full union approval, just Insurance Committee approval. Insurance Committee voting structure is: Teachers – 3, Paraprofessionals – 2, Custodian/Office Professional/Food Service – 2, Administrators – 1, School Board (represented by Superintendent or Business Manager) – 1.

Section 2. Health and Hospitalization Insurance:

Subd. 1. Eligibility and Qualification:

1. **Custodial and Office Professional:** Eligibility and qualification shall be in accordance with the health insurance plan document. All employees whose regular

work assignment is twenty (20) hours or more per week are eligible for enrollment in the group as provided by the plan document.

2. **Food Service:** Eligibility and qualification shall be in accordance with the health insurance plan document. All employees whose regular work assignment is thirty (30) hours or more per week are eligible for enrollment in the group as provided by the plan document.

Subd. 2. District Contribution:

1. **Custodial and Office Professional:** The District shall contribute up to the following dollar amount toward but not to exceed the premiums for full-time regularly assigned eligible employees who qualify for and are enrolled in the District group health plan. Permanent part-time employees working twenty (20) hours or more per week will be allowed District contributions on the basis proportional to the percent of time they are regularly employed. Any additional cost of the premium shall be borne by the permanent part-time or permanent full-time employee and paid by payroll deduction.

The District reserves the right to increase the contribution on an individual basis in order to avoid any fines or penalties imposed by the Affordable Care Act (ACA). This is due to the W-2 affordability 9.5% test.

2. **Food Service:** The District shall contribute up to the following dollar amount toward but not to exceed the premiums for full-time regularly assigned eligible employees who qualify for and are enrolled in the District group health plan. Permanent part-time employees working thirty (30) hours or more per week will be allowed District contributions on the basis proportional to the percent of time they are regularly employed. Any additional cost of the premium shall be borne by the permanent part-time or permanent full-time employee and paid by payroll deduction.

The District reserves the right to increase the contribution on an individual basis in order to avoid any fines or penalties imposed by the Affordable Care Act (ACA). This is due to the W-2 affordability 9.5% test.

Custodial, & Office Professional, & Food Service employees who work over 30 hours per week

Premium Allowance	<u>2026-2027</u>	<u>2027-2028</u>
	\$11,120.87	\$11,676.91
	(\$926.74 per month)	(\$973.08 per month)

Prior to school starting, a office professional/food service employee who worked during the summer will have his/her hours totaled and if he/she works 160 hours, he/she will received an extra month benefits (health insurance contribution). Benefits will be pro-rated based upon hours worked during the summer. These hours must have prior authorization of the Superintendent.

Any employee who is not a 12 month employee who is on the district's single health insurance plan their monthly premium allowance will be figured for the year and spread out to pay for 12 months of premium first. Any contribution in excess of the monthly premium will be put into a VEBA/HSA account.

Subd. 3. Married Couples Employed by District: Married couples who are both employed by the District and eligible for insurance may pool their insurance premium allowance to purchase one family plan versus two individual plans. The District contribution will not exceed the premium allowance each employee would be eligible to receive on an individual basis.

Subd. 4. Retirement: Upon retirement, employees who are enrolled in the group health insurance plan, who are at least 55 years of age or older, may continue to remain a part of the health insurance group if they agree to pay all premiums at their own expense.

Subd. 5. Group Health Plans: The School District shall also make available group health insurance plans, to its employees and eligible retirees.

With respect to all qualified bargaining unit members, the School District shall contribute up to the dollar amount listed in Subd. 2 towards the monthly premium costs of these group health plans. If a "Voluntary Employee Benefit Arrangement" (VEBA/HRA Plan) or "Health Savings Account" (HSA Plan) is chosen, Subd. 6. below will apply.

All health insurance plans offered by the school district must meet the insurance carrier's policies and minimum qualification.

Subd. 6 Establishment of VEBA/HRA and HSA: The School District adopted the Minnesota Service Cooperative VEBA Plan, HSA Plan and the Employee Benefits Trust Agreement for the benefit of qualifying employees who are members of this Collective Bargaining Agreement. Employer and employees assent to and ratify the appointment of the trustee and plan administrator in place on the adoption date of this agreement. It is intended that this arrangement constitute a voluntary employee's beneficiary association under Section 501 (c)(9) of the Internal Revenue Code.

If the School District maintains a cafeteria plan with a health flexible spending account (an FSA), the School District will specify the Adoption Agreement for the VEBA Plan document, before the first day of the FSA plan year, the eligible health expenses will be paid from the FSA first, until an individual's FSA account is exhausted, and from the VEBA plan second. If an employee chooses the HSA plan/account, the employee will follow all IRS regulations regarding having a HSA and how it works with an employee (and their spouse) if they have a Flexible Spending Account (FSA) or a VEBA account. All HSA contribution amounts will not exceed the amount as set by the IRS per year for individual or family coverage.

1. **Benefits provided through the VEBA/HRA and HSA:** The School District shall provide the following welfare benefit arrangement through the VEBA/HRA and HSA Plan:

The Health Reimbursement and Savings Arrangement for Active Employees.

2. **Payment of Administrative Fees:** Administrative and investment fees allocable to individual accounts of active employees shall be paid from the account. Administrative and investment fees allocable to individual accounts of active employee, who have accrued a balance in the VEBA/HRA or HSA Plan but change coverage, so that they are no longer entitled to employer contributions, shall be paid from the account. Administrative and investment fees allocable to the individual accounts of former employees, including retirees, shall be paid from the account. If the VEBA/HRA or HSA Plan is terminated, or if Employer Contributions cease by agreement between the parties, administrative and investment fees shall be paid from the account.
3. **High Deductible Group Health Plan:** The School District shall make available VEBA/HRA and HSA group health plans, the School District shall contribute the monthly premium cost up to the premium allowance list in Subd. 2.

In the event that two School District bargaining unit employees are either married or a bargaining unit employee marries another school employee the School District who is eligible for School District provided health and hospitalization insurance, the School District shall contribute an amount on the health insurance plan equal to the above contribution for each employee but not to exceed full family health insurance coverage if family coverage is selected by the married couple in only one (1) of the members name. Employees who are employed less than full time shall be eligible to participate on a prorated basis to the percentage of the time they are employed with the School District.

- A. In addition the employer contribution listed above, any grant available from the SWWC Service Cooperative will be deposited into the employee's VEBA/HRA or HSA account until the grant expires.
 - B. All contributions on behalf of a VEBA/HRA or HSA Plan participant shall cease on the date the participant is no longer covered under the high deductible health plan/VEBA/HRA or HSA Plan or from separation of employment.
4. The district will apply the collectively bargained health insurance amount to insurance premium first and the remainder will be funded, on a monthly basis, to an HSA or VEBA/HRA account. This amount will be prorated on an annual basis as a result of insurance premium changes or collective bargaining levels. All HSA contribution amount will not exceed the amount as set by the IRS per year for individual or family coverage.

Subd. 7. Statewide Health Plan: Should a statewide health insurance plan become available during the course of this agreement, then both parties agree that bargaining may reopen on the health insurance provision.

Section 3. Long Term Disability (LTD) Insurance: The School District will pay 100% of the premium for long term disability insurance for each employee meeting the insurance carrier's minimum qualifications. Benefits shall be payable according to the insurance carrier's schedule of benefits.

Section 4. Life Insurance: The District shall provide a group life insurance program and shall pay the premium for ten thousand dollars (\$10,000) of coverage, with an Accidental Death & Dismemberment feature, for each eligible employee. To be eligible for this coverage an employee must work an average of twenty (20) hours per week in a position or positions covered by this agreement meeting the insurance carrier's minimum qualifications. The School District will not be held responsible for the regulations of the carrier.

Section 5. Claims against the School District: It is understood that the School District's only obligation is to purchase an insurance policy and pay such amounts as agreed to herein and no claim shall be made against the School District as a result of denial of insurance benefits by an insurance carrier.

Section 6. Duration of Insurance Contribution: An employee is eligible for School District contribution as provided in this Article as long as the employee is employed by the School District. Upon termination of employment, all District contribution shall cease.

Section 7. Flexible Benefits Plan: The District shall adopt a payroll-system flexible benefits plan from a Flexible Benefits Plan vendor agreed upon by the parties, provided that in all events such vendor shall have substantial experience with School Districts, shall take legal responsibility for the Plan, shall give the employees tax advice with respect to their participation in the plan, shall have comprehensive orientation services for employees including 24-hour per day consultation for employees and opportunity for the employees spouses to have their questions answered about the plan. The School District shall assume all financial costs for the operation of the Flexible Benefit Plan.

Effective December 31, 2016 the medical flexible benefits plan will be terminated or changed to a limited flexible benefit plan for dental and vision only due to Affordable Care Act (ACA) rules. Dependent flexible benefits plan will still be an option.

ARTICLE IX HOURS OF SERVICE

Section 1. Shifts and Starting Time: All employees will be assigned starting time and shifts as determined by the School District. Employees working summer months may work with their supervisor/Superintendent to set their work hours/schedules. The School District has the right to refuse an alternative schedule.

Section 2. Meal Period: Custodial and Office Professional Employees shall be provided a duty free meal period of at least 30 minutes.

Section 3 Break Times: Employees working at least four (4) hours per day will receive one (1) fifteen minute break; employees working six (6) or more hours per day will receive two (2) fifteen minute breaks. Break time is taken at the building they are currently working in.

Section 4 Extra Work: Food Service: Regular part-time employees, based upon food service personnel seniority, shall have the first option to work any additional hours or sub for others, (bringing their total weekly hours up to 40), which are due to school workday or school functions for which they are qualified. Qualified employees shall have the first option to work any extra hours created by non-school organizations functions, based upon seniority within food service employees. First option to work extra assignments will be given to the building crew where the extra work exists.

Subd. 1 Summer Work: During the summer food service meal program the District will create two teams of food service employees that will work a one or two-week rotational schedule. Employees shall not be compensated during their off week(s).

Section 5 Extra Work: Custodial and Office Professionals: Regular part-time employees shall have the first option to work any additional hours (bringing their total weekly hours up to 40), which are due to school functions for which they are qualified. Employees shall have the first option to work any extra hours created by non-school organizations functions. First option to work extra assignments will be given to the building crew where the extra work exists.

Section 6 Work Day and Work Week: Custodial: The basic work week will consist of five (5) consecutive days beginning with the first shift that each custodian works on Monday or Tuesday that week. The normal basic workday shall consist of 8 hours per day. All regular employees shall have the right to work their full 40 hour week as provided for in the contract before any part-time employees are called.

Employees may be required to work flexible schedules totaling 40 hours per week over 6 days, Monday through Saturday upon mutual agreement between the employee and the District. However, the District must give prior approval to any flexible schedules. The district may schedule a 40 hour shift Tuesday through Saturday.

Section 7 School Closing: In the event that school is closed for any reason and the employees are not required to perform services, the employees shall have the option of using a personal leave day, or the employee's compensation shall be reduced accordingly. Leave must be applied for within the pay period the school closing occurred. This applies to 9-month food service employees only.

Subd. 1. Custodial School Closing. An employee may make-up the hours lost due to a school closing not to exceed the actual hours lost. Employees must schedule make-up time with their supervisor. Employees making up lost time waive their daily premium pay rates and will earn their regular rate of pay for the make-up hours. All make-up time must occur within the work week of the school closing. Leave must be applied for within the pay period the school closing occurred. Part time employees will have the opportunity to work extra time for hours worked missed due to weather. Work hours can

be made up in the same work week, with the exception of severe inclement weather or school closings.

Refer to the current Windom e-Learning Plan shared with all employees; all state statutes will be followed.

Section 8. Late Start: Food Service and Office Professionals: If school starts late employees who report for work will be paid for all regularly scheduled hours for that day. When school starts late due to inclement weather or is "district called" food service and office professional personnel will report to their assigned building not less than one and one-half (1 ½) hours prior to the announced start time. This applies to 9-month food service employees only.

Section 9. Early Dismissal:

Subd. 1. Custodial Early Dismissal. When school is dismissed early due to weather or other emergency, all custodians will work the same number of hours on each shift; a minimum of two (2) hours to be paid for all regularly scheduled hours, not to exceed eight (8) hours for the day. The custodians who are already working when the early dismissal is called shall work a minimum of two (2) hours after school is dismissed or to the end of their scheduled shift, whichever occurs first. All custodians reporting to work after school is dismissed shall work a minimum of two (2) hours once they arrive to work but not before the school dismissal time and shall work the same number of hours as the prior shift. If the building is closed due to weather conditions or other emergency conditions, the custodians can use personal or vacation leave to meet the number of hours needed on their shift. Part time employees will have the opportunity to work extra time for hours worked missed due to weather. Work hours can be made up in the same work week, with the exception of severe inclement weather or school closings. If the school day has ended already, employees will be required to stay at their assigned building until they have been released by the Buildings and Grounds Supervisor or Superintendent. Building closure will be done by Superintendent or his/her designee.

Subd. 2. Food Service Early Dismissal. If school is closed after employees report for work at their regularly scheduled start time, they will be paid for all regularly scheduled hours for that day. This applies to 9-month food service employees only.

Subd. 3. Office Professional Early Dismissal. Office professional personnel will be required to stay at their assigned building until one of the following occurs:

1. District buses have returned to the bus barn; or
2. They have been released by their building principal; or
3. End of regularly scheduled shift.

**ARTICLE X
HOLIDAYS**

Section 1.

Subd. 1. 9-Month Food Service and nine month employees shall be granted the following paid holidays provided the holidays fall during the normal school year:

New Year's Day	Good Friday	Easter Monday
Memorial Day	Labor Day	Thanksgiving Day
Day Following Thanksgiving Day	Christmas Day	Christmas Eve Day

Juneteenth and Independence Day will be paid to the Summer Food Service team that is working the week of this holiday or on the day established by the School District.

Note: Memorial Day will continue to be paid during the Flexible Learning Year application.

Subd. 2. Full-time custodial, ten month, and 12 month office professional and food service employees shall be granted the following paid holidays:

New Year's Day	Good Friday	Easter Monday
Memorial Day	Juneteenth	Independence Day
Labor Day	Thanksgiving Day	Day Following Thanksgiving Day
Christmas Eve Day	Christmas Day	

Holiday pay shall not exceed 8 hours of pay at the employee's regular hourly rate.

The District agrees to pay office professionals for Memorial Day and Labor Day if they work their scheduled day before Memorial Day and/or after Labor Day (unless on excused illness, leave or vacation).

Section 2. Weekends: Holidays that fall on weekends will be observed on a day established by the School District.

Section 3. School in Session: The School District reserves the right, if school is in session, to cancel any of the above holidays and establish another holiday in lieu thereof. Upon mutual agreement between the District and the Exclusive Representative, the District shall pay each employee their holiday pay equivalent in the event another holiday day off cannot be established. The establishment of the new holiday and employee notification of such, or the determination of pay for the holiday will be completed within one (1) week of the original cancellation of holiday. Any legal holiday or holiday, which falls within an employee's vacation period, shall not be counted as a vacation day.

Section 4. Eligibility: In order to be eligible for holiday pay, an employee must have worked his/her scheduled work day before and after the holiday unless he or she is on excused illness, leave, or on vacation under these provision.

ARTICLE XI VACATIONS

Section 1. Earned Vacation:

Subd. 1. Full-time, 12 month custodial, food service, and office professional employees shall accrue vacation as follows:

One week after six full months of employment and successful completion of probationary period
Two weeks after one full year of employment
Three weeks after five full years of employment
Four weeks after fifteen years of employment.

Subd. 2. Regular part-time custodial, food service, and office professional employees shall receive vacation on a pro rata basis according to hours worked.

Subd. 3. Custodial. Upon approval of the District, employees shall be allowed to carry over three (3) days of vacation each year. All other earned vacation days must be used by August 31st following the year it was earned. Any days carried over will be the first days used. Carry over days may never exceed three (3) days total. All hires after July 1, 2018 shall be allowed to carry over three (3) days of vacation each year, based on their hire date.

Subd. 4. Office Professional and Food Service. Upon approval of the district, employees shall be allowed to carry over three days of vacation each year for use in the next year. Any days carried over will be the first days used. All hires after July 1, 2018 shall be allowed to carry over three (3) days of vacation each year, based on their hire date.

Section 2. Application:

Subd. 1. Vacations shall be determined as of July 1 of each year. Custodial, food service, and office professional Employees hired between January 1 and July 1 are not eligible for vacation as a matter of rights until July 1 of the following year but may be permitted to take earned vacation at the discretion of the School District/Superintendent. All hires after July 1, 2018 shall use their anniversary/hired date as a custodian or 12 month food service and office professional for accrual of vacation. Refer to Article VII, Section 4, Subd. 2, number 1 and Subd. 3, number 1.

Subd. 2. If the custodial, food service, and office professional employee resigns before completing a full year of service he/she shall not be entitled to any vacation pay and he/she shall have the salary paid for any vacation days taken deducted from his/her final check. An custodial, food service, and office professional employee who has completed at least one year of service shall be entitled to receive the pro rata pay for unused vacation time provided such employee provides the School District with at least two (2) weeks advance notice of his/her resignation time.

Subd. 3. Custodial. Vacations may be taken throughout the year. The scheduling of all vacation time shall be determined by the School District. Vacation requests of three (3) or more consecutive days at a time must be made in Absence Management or any electronic system provided by the district at least three (3) days in advance for approval. Incidental vacation requests of less than three (3) days must be made in Absence Management or any electronic system provided by the district for the supervisor to approve. The School District reserves the right to refuse to grant such leave based on district needs.

Subd. 4. 12 Month Office Professional and Food Service. The schedule of all vacation time shall be determined by the School District. Vacation requests of three (3) or more consecutive days at a time must be made in Absence Management or any electronic system provided by the district at least three (3) days in advance for approval. Incidental vacation requests of less than three (3) days must be made in Absence Management or any electronic system provided by the district for the supervisor to approve. The School District reserves the right to refuse to grant such leave based on district needs.

ARTICLE XII DISCIPLINE, DISCHARGE, PROBATIONARY PERIOD, SUPERVISION, EVALUATION SYSTEM

Section 1. Probationary Period: An employee under the provisions of this Agreement shall serve a probationary period of 6 months of actual time worked in a position in the School District during which time the School District shall have the unqualified right to suspend without pay, discharge or otherwise discipline such employee; and during this probationary period, the employee shall have no recourse to the grievance procedure, insofar as suspension, discharge or other discipline is concerned. However, a probationary employee shall have the right to bring a grievance on any other provision of the contract alleged to have been violated. The parties agree any time period an employee is on unpaid leave shall not be counted in determining the completion of the probationary period.

Section 2. Just Cause: Disciplinary action may be imposed upon an employee who has satisfactorily completed the initial probationary period only for just cause. Discipline shall be imposed in a timely manner.

Section 3. Progressive Discipline: Disciplinary action shall normally include only the following measures and shall normally be administered progressively in the following order:

Subd. 1. Reprimands, either oral or written;

Subd. 2. Suspension from duty without pay;

Subd. 3. Demotion in position and pay;

Subd. 4. Discharge from employment.

The District reserves the right to move directly to a higher level of discipline based on the seriousness of the offense and other relevant factors.

Section 4. Meetings to Discuss Discipline Measures: If a supervisor meets with an employee to discuss written reprimand, suspension, or discharge, the employee has the right to have a union representative present.

Section 5. Discharge Due Process: No employee who has completed the probationary period, shall be discharged without having been afforded an opportunity to hear the reason(s) for the discharge and without an opportunity to offer an explanation of the relevant facts and circumstances surrounding the events which preceded the discharge and/or any extenuating or mitigating circumstances which the employee believes is relevant to the discharge decision. Whenever possible and practical, such opportunities shall be provided in a conference with the District which shall be conducted after advance notice to the employee and his/her Union representative who shall be permitted to attend the conference.

Section 6. Disciplinary Action Records: A written record of all disciplinary actions within the meaning of this article, shall be provided to the involved employee(s) and may be entered into the employee's personnel record. Investigations into conduct, which do not result in disciplinary action, however, shall not be entered into the employee's personnel record. The disciplined employee or Union representative shall be entitled to submit a written response to be included in the employee's personnel record.

Section 7. Food Service Classifications and Professional Development: The following classifications are as follows:

Cook/Manager
Baker/Cook Asst
Lunch Room Manager
General Cook's Assistant
Cooks Assistant
Cafeteria Helper

Subd. 1. Employees working towards state required certification for food service personnel, must notify the Food Service Director prior to the renewal of his/her SNA dues. The District will pay the SNA dues for interested employees. The District will provide paid in-service days as approved. The district will pay workshop fees, mileage, meals and other expenses incurred in workshop participation. Employees will be paid their regular hourly rate for all hours of in-service attendance, which may be different from the number of hours in their normal workday. The Food Service Director will determine which workshops are appropriate for individual employees. Differences may be appealed to the Superintendent.

Section 8. Change of Classification or Level: In addition to the initial probationary period an employee transferred, promoted, or otherwise occupying a different classification or level

shall serve a new probationary period of 3 months in any such new classification or level unless the Superintendent determines the employee's performance has fulfilled the probationary period. During this 3 month probationary period, if it is determined by the School District that the employee's performance in the new classification or level is unsatisfactory, the School District shall have the right to reassign the employee to her/his former classification or level. Provided however, if any employee is placed in a new position as a result of the exercise of seniority rights in respect to layoff or recall the School District may place such employee on layoff if her/his performance is unsatisfactory. The Superintendent or such person(s) as designated by the Superintendent shall determine whether an employee's performance is unsatisfactory. An employee may grieve, to the Board of Education level only, the determination by the Superintendent or designee that an employee's performance is unsatisfactory. The decision of the Board of Education shall be final and binding and shall not be subject to arbitration.

Section 9. Supervision and Evaluation: The District reserves the right to evaluate an employee. A meeting will be held with the employee to discuss the evaluation, and then a written report of the evaluation will be placed in the employee's personnel file with a copy provided to the employee.

Section 10. Conditions Of Employment.

Subd. 1. All food service staff must maintain training and have the ability to pass all safety and health trainings required by state statute or district policy. (ie Blood Borne Pathogen, chemical, etc.).

a). The district will pay for an employee's food service licensure which must be maintained by the employee to uphold the position hired for per job description.

Any training required by the district, state or federal law will be reimbursed upon successful completion by the school district for each employee. Employees will be paid for travel time for any training during the calendar year, with prior approval from the Food Service Director.

Subd. 2. The district will pay for successful completion of tests required by state statute or district policy for custodial employees. After two (2) unsuccessful attempts, there will be an employee review for proper assignment.

Subd. 3. All office professional staff must maintain training and have the ability to pass all safety and health trainings required by state statute or district policy. (ie Blood Borne Pathogen, chemical, etc.).

**ARTICLE XIII
SENIORITY, REDUCTION, LAYOFFS AND REEMPLOYMENT**

Section 1. Recognition: The parties recognize the principle of seniority in the application of this Agreement within classification concerning reduction or increase in force and assignment of vacation period.

Section 2. Seniority Date:

Subd. 1 Classification Seniority: An employee's seniority commences on the first day of continuous service in a classification with positions not referring to classifications. If more than one (1) employee begins work on the same day, seniority ranking for such employee shall be determined first by whoever has more District seniority and then by lot.

Section 3. Layoffs:

Subd. 1. Custodial. In the event the School District reduces the work force covered by this agreement, employees shall be laid off by seniority as either full-time or part-time employees (as defined in Article IX) with all of the part-time employees being laid off before the least senior full-time employee. Notice of such layoff will be given two (2) weeks before the scheduled layoff except in work stoppages or in unforeseen circumstances. Recall shall be in reverse order of lay-off.

Subd. 2. Food Service. In the event the School District reduces the work force covered by this agreement, employees shall be laid off by seniority as one classification. Recall shall be in reverse order of layoff. Additional hours shall be given to those employees whose hours were reduced, whenever possible, before new employees are hired. An employee on layoff shall retain his/her seniority and right to recall for a period of 1 year after the date of layoff.

Subd. 3. Office Professional. In the event the School District reduces the work force covered by the agreement within the School District, such layoff shall occur as follows:

1. For office professionals, layoff shall occur in reverse seniority order.

Section 4. Layoff and Reduction of Hours:

Subd. 1. Custodial. In the event the School District reduces the work force covered by the agreement within the School District, such layoff shall occur in reverse seniority order beginning first with temporary and substitute employees, then part time, then full time employees.

Subd. 2. Food Service. In the event the School District reduces the work force covered by the agreement within the School District, such layoff shall occur in reverse seniority order within the classification and class involved.

Subd. 3. Notice of such layoffs or reduction in hours shall be given two (2) weeks before the scheduled layoff or reduction in hours except in the case of work stoppages or other unforeseen circumstances.

Subd. 4. Custodial. A senior employee will have seniority rights in regard to layoff or reduction of hours over the most junior employees with equal, or closest to equal, number of hours. An employee who is displaced by the exercise of seniority by a more senior employee pursuant to this section may in turn exercise seniority in the same fashion if qualified.

Subd. 5. Food Service. A senior employee will have seniority rights in regard to layoff or reduction of hours over the most junior employees with equal, or closest to equal, number of hours, in the same classification and classes, if a senior employee is unable to exercise seniority over a junior employee in their classification and class, such employee may exercise seniority over a junior employee in succeeding lower class within classification, if qualified for the position. An employee who is displaced by the exercise of seniority by a more senior employee pursuant to this section may in turn exercise seniority in the same fashion if qualified, provided, however, a lower class employee will not have seniority rights over a higher class employee.

Subd. 5. Office Professional. A senior office professional will have seniority rights in regard to layoff or reduction of hours over the most junior office professional with equal, or closest to equal, number of hours. A office professional who is displaced by the exercise of seniority by a more senior office professional pursuant to this section may in turn exercise seniority in the same fashion if qualified.

Subd. 6. Custodial and Office Professional Staff: If the number of hours an employee is assigned to work is reduced, he or she shall be assigned to that position that is held by the least senior employee whose assignment is closest to, but not greater than, the assignment originally held by the employee whose hours are being reduced. The employee displaced by this reassignment may accept the assignment of the person whose hours are being reduced, or may request reassignment based on a reduction in hours. Any employee so affected may, at his or her discretion, be placed on layoff in lieu of accepting an assignment to a position with fewer hours. If a reduction of hours results in an employee not working enough hours for unit inclusion, such employee shall be considered on layoff status. Any employee with reduced hours shall retain his/her seniority and right to an equivalent increase of hours as the reduction in seniority order for a period of one (1) year after the date of the reduction.

Subd. 7. Food Service Reduction: If the number of hours an employee is assigned to work is reduced, he or she shall be assigned to that position within the same classification that is held by the least senior employee whose assignment is closest to, but not greater than, the assignment originally held by the employee whose hours are being reduced. The employee displaced by this reassignment may accept the assignment of the person whose hours are being reduced, or may request reassignment based on a reduction in hours. Any employee so affected may, at his or her discretion, be placed on layoff in lieu of accepting an assignment to a position with fewer hours. If a reduction of hours results in an employee not working enough hours for unit inclusion, such employee shall be considered on layoff status. Any employee with reduced hours shall retain his/her

seniority and right to an equivalent increase of hours as the reduction within the same or lower classification in seniority order for a period of one (1) year after the date of the reduction.

Subd. 8. An employee shall notify the School District of his or her intent to exercise seniority rights to a position in writing during the regular school year within 5 calendar days excluding Saturday, Sunday and holidays. If said notice is not given within the applicable time period, the right to exercise seniority is waived.

Subd. 9. An employee shall notify the School District of his or her intent to exercise seniority rights to a position in writing during the summer break within ten (10) calendar days excluding Saturday, Sunday, and holidays. If said notice is not given within the applicable time period, the right to exercise seniority is waived.

Section 5. Recall:

Subd. 1. Custodial. Employees will be recalled in seniority order. An employee recalled to his/her former position shall receive the current rate of pay for such position. Employees may be recalled to positions provided that the employee is qualified for the position.

Subd. 2. Food Service. Employees will be recalled in seniority order within classification and class. An employee recalled to his/her former position shall receive the current rate of pay for such position. Employees may be recalled to positions within classification other than the employees class provided that the employee is qualified for the position.

Subd. 3. Office Professional. Employees will be recalled in seniority order. An employee recalled to his/her former position shall receive the current rate of pay for such position. Employees may be recalled to positions within classification provided the employee is qualified for the position.

Subd. 4. Notice of recall shall be made by certified mail to the last known address of the employee being recalled. The employee shall forfeit rights to recall if the employee fails to return to an offered position within seven (7) calendar days after notice of recall, and in such event the employee's name shall be removed from the seniority and recall list. It is the responsibility of the employee on layoff to keep the School District advised of his/her current mailing address.

Subd. 5. An employee on layoff or reduction shall retain his/her seniority and right to recall for a period of one year after the date of layoff or reduction.

Subd. 6. No new employee will be hired in any position covered by this agreement while qualified employees are on layoff or reduction subject to the limitations set forth in the above subdivisions of this section.

Section 6. Qualified: The Superintendent or such person(s) as designated by the Superintendent shall determine whether an employee is qualified to exercise seniority for layoff or recall. An employee may grieve, to the School Board level only the determination by the Superintendent or designee that an employee is not qualified. The decision of the School Board shall be final and binding and shall not be subject to arbitration.

Section 7. Seniority List: A current seniority list shall be emailed out to all employees, with one paper copy to each Chief Steward. Date to contest the seniority list will be included in email and given to each Chief Steward. Said listing shall be updated as of January 1 of each year.

Section 8. Voluntary Termination and Re-employment: In the event that an employee, voluntarily terminates his/her employment from a bargaining unit position and is subsequently re-employed by the District under this bargaining unit within a time period of no greater than twelve (12) months after the date of termination, the employee shall:

Subd. 1. Be reinstated without loss of seniority or benefits and the years of service credit earned and accumulated as of the date of termination.

Subd. 2. Be reinstated without having to serve a new probationary period notwithstanding any other provision to the contrary.

Subd. 3. Be reinstated to a similar vacant position at the same rate of pay the employee last earned as of the date of termination.

The above subdivision does not apply if the employee retires from the school district and is receiving retirement benefits from PERA or is doing a Phased Retirement Option Agreement with PERA. These individuals will directly negotiate their re-employment terms with the district.

ARTICLE XIV VACANCIES, JOB POSTING AND ASSIGNMENTS

Section 1. Posting and Filing Vacancies:

Subd. 1. All permanent vacancies in regular positions or newly created positions will be posted at each work site for a period of five (5) working days prior to filling the vacancy. A permanent vacancy is defined as one anticipated to last more than six months. A temporary vacancy is defined as one anticipated to last six months or less. Vacancy positions shall contain, at a minimum, the anticipated duration of the job, hours, classification, and job duties.

Subd. 2. Application of Vacancies: All employees under this Agreement may submit a written application to the Office of the Superintendent for any vacancy or for any new regular position which is posted pursuant to this Article.

Subd. 3. Filling Vacancies: Notice of the candidate selected to fill the vacancy or the new regular position shall be given within five (5) working days after the filling of the position.

Subd. 4. The final decision as to the successful applicant shall be in the discretion of the Superintendent or such person(s) designated by the Superintendent. A vacancy or new position may be filled by either a current employee or by hiring a new employee except as otherwise specified in the subdivision below.

Subd. 5. A permanent vacancy or new position shall be filled, within classification, from existing staff if all the following conditions are met.

- i. At least one member of the existing staff must apply in a timely manner as specified in this Article.
- ii. The position sought by applicant(s) is a promotion.
- iii. At least one applicant seeking promotion must be qualified to satisfactorily perform the duties and responsibilities of the position.

Subd. 6. If more than one applicant is equally qualified, seniority rights shall be exercised.

Subd. 7. The filling of vacancies shall not be subject to the grievance procedure except as follows:

- i. An employee may grieve a failure of the School District to follow the posting procedures.
- ii. An employee may grieve, to the School Board level only, the failure of the School District to award a position to said employee pursuant to the subdivision above. The decision of the School Board shall be final and binding and shall not be subject to arbitration.

Subd. 8. The requirement of posting shall apply only to permanent vacancies and newly created positions. Posting is not required for transfers under Section 2 of this Article.

Subd. 9. The public employer shall provide a copy of each posting of vacancies to the Chief Steward of the local Association.

Subd. 10. Notification of the filling of vacancies, containing the employee's name and date of employment, shall be provided to the Local Association President. The District shall provide all new employees with a copy of the current negotiated Agreement at the time of hiring.

Section 2. Transfers:

Subd. 1. A transfer shall mean assignment of employees between occupied positions.

Subd. 2. The Superintendent or such person(s) as designated by the Superintendent shall have the discretion to transfer employees to different positions including transfers between classifications and levels.

Subd. 3. The School District may not transfer an employee to a position with a lower hourly rate of pay or fewer hours without the consent of the employee except for just cause.

Subd. 4. The transfer of an employee shall not be subject to the grievance procedure except that an employee may grieve an involuntary transfer to a position with a lower hourly rate of pay.

Section 3. Increases in Hours: If the District determines it's necessary to increase the number of hours of service to a position covered by the Agreement, it may do so, at its discretion, by offering the assignment to the most senior employee holding such a position, who is available for that particular time frame.

Subd. 1. Permanent Increases: When an increase in hours of an employee lasts for more than sixty-seven (67) calendar days in any school year, that increase shall be considered permanent and the increased assignment shall be subject to the terms and conditions of this Agreement.

Subd. 2. Effects on Benefits: Once an increase in hours has become permanent, all benefits shall be recalculated based on the new hours. Changes to benefits shall become effective on the first scheduled work day following the 67th calendar day and shall be prorated when appropriate.

ARTICLE XV GRIEVANCE PROCEDURE

Section 1. A claim by an employee or the Association that there has been an alleged violation, misinterpretation or misapplication of any provisions of this contract may be processed as a grievance as hereinafter provided.

Section 2.

Subd. 1. Custodial. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. The employee, administrator, or Board of Education may be represented during any step of the procedure by any person or agent designated by such party, to act on his or her behalf.

Subd. 2. Food Service and Office Professional. The time limits provided in this Article shall be strictly observed but may be extended by written agreement of the parties. In the event a grievance is filed after May 15 of any school year and strict adherence to the time limits may result in hardships to any party, the Board and Association shall use their best efforts to process such grievance prior to the end of the

school term or as soon thereafter as possible. The employee, administrator or School Board may be represented during any step of the procedure by any person or agent designated by such party to act in his or her behalf.

Section 3. Reference to days regarding time periods in this procedure shall refer to working days. A working day is defined as all week days not designated as holidays by state law.

Section 4.

Subd. 1. In computing any period of time prescribed or allowed by procedures herein, the date of the act, event or default for which the designated period of time begins to run shall not be included. The last day of the period so computed shall be counted, unless it is a Saturday, Sunday or legal holiday, in which event the period runs until the end of the next day which is not a Saturday, Sunday or legal holiday.

Section 5. In the event that an employee believes there is a basis for a grievance, she/he shall first discuss the grievance with her/his building principal or supervisor either personally or accompanied by the Association.

Section 6. Grievances shall not be valid for consideration unless the grievance is submitted in writing to the School District's designee, setting forth the facts and the specific provisions of the Agreement allegedly violated and the particular relief sought within thirty calendar days after the date of the first event giving rise to the grievance occurred. Failure to file any grievance within such period shall be deemed a waiver thereof. Failure to appeal a grievance from one level to another within the time periods hereinafter provided shall constitute a waiver of the grievance. An effort shall first be made to adjust an alleged grievance informally between the employee and the School District's designee.

Section 7. Within five (5) working days of receipt of the grievance, the Building Principal or Supervisor shall meet with the grievant in an effort to resolve the grievance. The Building Principal or Supervisor shall indicate her disposition of the grievance, in writing within five (5) days of such meeting, and shall furnish a copy thereof to the grievant and the Exclusive Representative.

Section 8. If the grievant is not satisfied with the disposition of the grievance, or if no disposition has been made within five (5) working days of such meeting (or ten (10) working days from the date of filing, whichever shall be later) the grievance may be appealed to the Superintendent, provided such appeal is made in writing within ten (10) calendar days of receipt of the decision. Within seven (7) working days, the Superintendent or his/her designee shall meet with the grievant on the grievance and shall indicate his/her disposition of the grievance in writing within five (5) working days of such meeting and shall furnish a copy thereof to the grievant and the Exclusive Representative.

Section 9. If the grievant is not satisfied with the disposition of the grievance by the Superintendent or her/his designee, or if no disposition has been made within five (5) working days of such meeting (or ten (10) working days from the date of filing, whichever shall be later)

the grievance may be appealed to the Board by filing a written copy thereof with the clerk or other designee of the Board, provided such appeal is made in writing within ten (10) calendar days of receipt of the decision. Disposition of the grievance in writing by the Board shall be made no later than the next regular board meeting or twenty (20) calendar days, whichever is later. A copy of such disposition shall be furnished to the grievant and the Association.

Section 10. If the grievant is not satisfied with the disposition of the grievance by the School Board, or if no disposition has been made within the period above provided, the grievance may be submitted to arbitration before an impartial arbitrator. A request to submit a grievance to arbitration must be in writing signed by the aggrieved party or the Exclusive Representative., and such request must be filed with the Superintendent within ten (10) working days following the decision of the School Board.

Section 11. Upon the proper submission of the grievance under the terms of this procedure, the parties shall, within ten days after the request to arbitrate, attempt to agree upon the selection of any arbitrator. If no agreement on an arbitrator is reached, either party may request the Bureau of Mediation Services (“BMS”) to appoint an arbitrator, pursuant to current MINN. STAT., providing such request is made within thirty days after request for arbitration. The request shall ask that the appointment be made within thirty days after the receipt of said request. Failure to request an arbitrator from the Bureau of Mediation Services (“BMS”) with the time periods provided herein shall constitute a waiver of the grievance.

Section 12. The arbitrator shall have no power to alter, add to or subtract from the terms of this Contract.

Section 13. The fees and expenses of the arbitrator shall be shared equally by the parties. Any transcription costs at any step in the procedure shall be paid for by the party making that request.

Section 14. No grievance shall be considered by the arbitrator, which has not been first duly processed in accordance with the grievance procedure and appeal provisions.

Section 15. No reprisals of any kind will be taken by the Board or the school administration against any employee because of her/his participation in the grievance procedure.

ARTICLE XVI PUBLIC OBLIGATION

The parties mutually recognize that their first obligation is to the public and that the right of students and residents of the School District to the continuous and uninterrupted operation of the school is of paramount importance.

ARTICLE XVII DURATION

Section 1. Terms and Reopening Negotiations: This Agreement shall remain in full force and effect for a period commencing on July 1, 2026 through June 30, 2028, and thereafter until modifications are made pursuant to the P.E.L.R.A. If either party desires to modify or amend this Agreement commencing at its expiration, they shall give written notice of such intent pursuant to P.E.L.R.A. Unless otherwise mutually agreed, the parties shall not commence negotiations more than 90 days prior to the expiration of this Agreement.

Section 2. Effect: This Agreement constitutes the full and complete Agreement between the School District and the exclusive representative representing the employees. The provisions herein relating to terms and conditions of employment supersede any and all prior agreements, resolutions, practices, School District policies, rules or regulations concerning terms and conditions of employment inconsistent with these provisions.

Section 3. Finality: Any matters relating to the terms and conditions of employment, whether or not referred to in this Agreement, shall not be open for negotiation during the term of this Agreement.

Subd. 1. Pay Equity Compliance: The parties agree to meet and discuss if needed for the sole purpose of negotiating necessary changes to put the School District in compliance with the Minnesota Pay Equity Statute. Only areas requiring modification for compliance purposes, as identified by the Department of Employee Relations, will be open for negotiations.

Section 4. Severability: The provisions of this Agreement shall be severable, and if any provision thereof or the application of any such provision under any circumstance is held invalid, it shall not affect any other provisions of this Agreement or the application of any provisions thereof.

Section 5. Copies of Agreement: The School District shall provide a copy of the Agreement to all employees. This copy will be emailed to all employees and available on the schools website. Two copies shall be provided to the exclusive representative for its use. The Windom Education Support Professionals shall be charged for any additional copies.

IN WITNESS WHEREOF, the parties have executed this Agreement as follows:

FOR:

WINDOM EDUCATION SUPPORT
PROFESSIONALS – CUSTODIANS,
FOOD SERVICE AND
OFFICE PROFESSIONALS

FOR:

INDEPENDENT SCHOOL
DISTRICT NO. 177

Custodial Negotiator

Chairman

Food Service Negotiator

Clerk

Office Professional Negotiator

Dated this ____ day of _____ 2026

Dated this ____ day of _____ 2026

Schedule A

Wages

Office Professional 2026-2027 Salary Per Hour

1	2	3	4	5	6	10	15	20	25
\$ 19.40	\$ 20.03	\$ 20.32	\$ 20.66	\$ 20.91	\$ 21.21	\$ 21.87	\$ 21.97	\$ 22.07	\$ 22.33

Office Professional 2027-2028 Salary Per Hour

1	2	3	4	5	6	10	15	20	25
\$ 19.79	\$ 20.43	\$ 20.73	\$ 21.07	\$ 21.33	\$ 21.63	\$ 22.31	\$ 22.41	\$ 22.51	\$ 22.78

Custodian 2026-2027 Salary Per Hour

RESPONSIBILITY/SHIFT	START	1	2	3	4	5	10	15	20	25
REGULAR RATE (DAY)	\$ 18.94	\$ 19.36	\$ 19.86	\$ 20.08	\$ 20.31	\$ 20.51	\$ 21.22	\$ 21.42	\$ 21.67	\$ 21.92
NIGHT	\$ 19.24	\$ 19.66	\$ 20.16	\$ 20.38	\$ 20.61	\$ 20.81	\$ 21.52	\$ 21.72	\$ 21.97	\$ 22.22
ADVANCED	\$ 19.34	\$ 19.76	\$ 20.26	\$ 20.48	\$ 20.71	\$ 20.91	\$ 21.62	\$ 21.82	\$ 22.07	\$ 22.32
HEAD OR LEAD	\$ 19.64	\$ 20.06	\$ 20.56	\$ 20.78	\$ 21.01	\$ 21.21	\$ 21.92	\$ 22.12	\$ 22.37	\$ 22.62

Custodian 2027-2028 Salary Per Hour

RESPONSIBILITY/SHIFT	START	1	2	3	4	5	10	15	20	25
REGULAR RATE (DAY)	\$ 19.32	\$ 19.75	\$ 20.26	\$ 20.48	\$ 20.72	\$ 20.92	\$ 21.64	\$ 21.85	\$ 22.10	\$ 22.36
NIGHT	\$ 19.62	\$ 20.05	\$ 20.56	\$ 20.78	\$ 21.02	\$ 21.22	\$ 21.94	\$ 22.15	\$ 22.40	\$ 22.66
ADVANCED	\$ 19.72	\$ 20.15	\$ 20.66	\$ 20.88	\$ 21.12	\$ 21.32	\$ 22.04	\$ 22.25	\$ 22.50	\$ 22.76
HEAD OR LEAD	\$ 20.02	\$ 20.45	\$ 20.96	\$ 21.18	\$ 21.42	\$ 21.62	\$ 22.34	\$ 22.55	\$ 22.80	\$ 23.06

Food Service 2026-2027 Salary Per Hour

CLASS	1	2	3	4	6	10	15	20	25
COOK MANAGER	\$ 19.10	\$ 20.24	\$ 20.88	\$ 21.63	\$ 21.79	\$ 22.45	\$ 22.55	\$ 22.65	\$ 22.90
BAKER/COOK ASST	\$ 18.20	\$ 19.13	\$ 19.68	\$ 20.34	\$ 20.45	\$ 21.11	\$ 21.21	\$ 21.31	\$ 21.56
LUNCHROOM MANAGER	\$ 18.10	\$ 19.04	\$ 19.70	\$ 20.52	\$ 20.63	\$ 21.29	\$ 21.39	\$ 21.49	\$ 21.74
GENERAL COOK ASSISTANT	\$ 17.82	\$ 18.78	\$ 19.21	\$ 19.65	\$ 19.75	\$ 20.42	\$ 20.52	\$ 20.62	\$ 20.87
COOKS ASSISTANT	\$ 17.66	\$ 18.62	\$ 18.83	\$ 19.04	\$ 19.14	\$ 19.82	\$ 19.92	\$ 20.02	\$ 20.27
CAFETERIA HELPER	\$ 17.11	\$ 18.07	\$ 18.28	\$ 18.49	\$ 18.61	\$ 19.27	\$ 19.37	\$ 19.47	\$ 19.72

Food Service 2027-2028 Salary Per Hour

CLASS	1	2	3	4	6	10	15	20	25
COOK MANAGER	\$ 19.48	\$ 20.64	\$ 21.30	\$ 22.12	\$ 22.23	\$ 22.90	\$ 23.00	\$ 23.10	\$ 23.35
BAKER/COOK ASST	\$ 18.56	\$ 19.51	\$ 20.07	\$ 20.75	\$ 20.86	\$ 21.53	\$ 21.63	\$ 21.73	\$ 21.98
LUNCHROOM MANAGER	\$ 18.46	\$ 19.42	\$ 20.09	\$ 20.93	\$ 21.04	\$ 21.72	\$ 21.82	\$ 21.92	\$ 22.17
GENERAL COOK ASSISTANT	\$ 18.18	\$ 19.16	\$ 19.59	\$ 20.04	\$ 20.15	\$ 20.83	\$ 20.93	\$ 21.03	\$ 21.28
COOKS ASSISTANT	\$ 18.01	\$ 18.99	\$ 19.21	\$ 19.42	\$ 19.52	\$ 20.22	\$ 20.32	\$ 20.42	\$ 20.67
CAFETERIA HELPER	\$ 17.45	\$ 18.43	\$ 18.65	\$ 18.86	\$ 18.98	\$ 19.66	\$ 19.76	\$ 19.86	\$ 20.11